

10) **Professional Services Agreements for On-call Building Plan Check and Inspection Services**

Approve and authorize the City Manager to execute three (3) Agreements for Professional Services with TRB and Associates, SFA and Associates, and Bureau Veritas to provide on-call building plan check and inspection services in the amount of \$180,000 per firm per fiscal year, in such final form as approved by the City Attorney.



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Damaris Abraham, Community Development Director

Date: June 25, 2024

Subject: Professional Services Agreements for On-call Building Plan Check and Inspection Services

Recommendation

Approve and authorize the City Manager to execute three (3) Agreements for Professional Services with TRB and Associates, SFA and Associates, and Bureau Veritas to provide on-call building plan check and inspection services in the amount of \$180,000 per firm per fiscal year, in such final form as approved by the City Attorney.

Background

The Building and Safety Division of Community Development Department, as a part of the development process, requires a review of private development projects for compliance with the Conditions of Approval, City Ordinances, City Standards, and the California Building Code (CBC). Adherence to these requirements ensures that structures are safe for the types of occupancies required by the proposed types of use of structures. Because the need for these services is dependent on the activity level of development, the City uses City Staff and contract firms that have the flexibility to provide staff to accommodate the fluctuation in workload.

Discussion

On March 5, 2024, the City posted on Planetbids a request for qualifications and proposals from qualified professional engineering consulting firms to provide plan check review services. Eleven proposals were submitted on or before the due date of April 1, 2024. All proposals were reviewed and satisfied the City's requirements as specified in the request for qualification. Additional review and proposal evaluation determined four firms should be considered in an interview evaluation process.

Plan Check Services Agreements

The building official and staff reviewed the proposals. Each firm's proposal was evaluated, and these three firms were determined to be the top three. Listed below are the three firms in lineal sequence beginning with the highest evaluation and most responsible firm:

Firm	Fee
TRB and Associates	65 % of Plan Check Fee
SFA and Associates	68 % of Plan Check Fee
Bureau Veritas	60 % of Plan Check Fee

The primary evaluation criteria extended beyond cost and pricing methods and included the below essential elements:

- Cost methodology and determination for invoicing the City
- Staffing for Structural Engineer for Structural reviews and provide structural plan check for the subject structure's frame and foundations for full compliance with all State, County and City requirements
- Perform Commercial, Industrial, and Residential plan checks
- Perform Building, Mechanical, Electrical, and Plumbing plan checks
- Perform CASP certified, Green Building, and Title 24 plan checks
- Plan Check Firm will review and approve the structural plans, and the associated structural analyses and calculations for full conformance with all requirements.
- Complete the initial plan check within two (2) weeks and complete each subsequent recheck within one (1) week
- Forward a complete copy of all the cited plan check issues to the Building Manager upon completion of the initial plan check
- Submit a copy of the plan check issues/comments log upon conclusion of the engineering plan check/recheck. The log shall capture the Engineer of Record's responses and the final resolution of the plan check issues along with a written statement to the Building Manager stating that in their professional opinion, the engineering design of the subject building structure and all associated structural calculations, analyses and plans are in full compliance with the State, County and City requirements. Forward two copies of their approved plans, structural analyses and calculations to the Building Manager
- Provide general consulting services and contract review services as requested by the City Building Manager

All of the recommended firms provided excellent responses to these specific scope of work conditions. Also, these firms separated themselves from the competing firms by providing a billing concept based on percent of fee collected vs an hourly rate. Through this process the fee for performing plan check review services has been lowered from the current amount of 75% to 65%. Staff is recommending awarding three (3) agreements to ensure that there is adequate service coverage due to an increasingly demanding environment both within the City and in surrounding communities.

Fiscal Impact

The cost of plan check services is paid for by applicants requesting building permits and as such there are no General Funds allocated or used in the processing of the plan checks. All staff administrative time and consultant costs are paid by the applicant.

Attachments

Attachment 1 – TRB and Associates Agreement
Exhibit A – TRB Proposal
Attachment 2 - SFA and Associates Agreement
Exhibit A – SFA Proposal
Attachment 3 – Bureau Veritas Agreement
Exhibit A – BV Proposal

AGREEMENT FOR PROFESSIONAL SERVICES

TRB AND ASSOCIATES, INC.

ON-CALL BUILDING PLAN CHECK AND INSPECTION SERVICES

This Agreement for Professional Services (the "Agreement") is made and entered into as of July 1, 2024, by and between the City of Lake Elsinore, a municipal corporation ("City") and TRB and Associates, Inc., a California Corporation ("Consultant").

RECITALS

A. The City has determined that it requires the following professional services:

On Call Building Plan Check and Inspection Services.

B. Consultant has submitted to City a proposal, dated April 1, 2024, attached hereto as Exhibit A ("Consultant's Proposal") and incorporated herein, to provide professional services to City pursuant to the terms of this Agreement.

C. Consultant possesses the skill, experience, ability, background, certification and knowledge to perform the services described in this Agreement on the terms and conditions described herein.

D. City desires to retain Consultant to perform the services as provided herein and Consultant desires to provide such professional services as set forth in this Agreement.

AGREEMENT

1. Scope of Services. Consultant shall perform the services described in Consultant's Proposal (Exhibit A). Consultant shall provide such services at the time, place, and in the manner specified in Consultant's Proposal, subject to the direction of the City through its staff that it may provide from time to time.

2. Time of Performance.

a. Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the professional services to be performed by Consultant is an essential condition of this Agreement. Consultant shall prosecute regularly and diligently the professional services contemplated pursuant to this Agreement according to the agreed upon performance schedule in Consultant's Proposal (Exhibit A).

b. Performance Schedule. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the Consultant's Proposal (Exhibit A). When requested by Consultant, extensions to the time period(s) specified may be approved in writing by the City Manager.

c. Term. The term of this Agreement shall commence upon execution of this Agreement and, unless earlier terminated as provided elsewhere in this agreement, shall continue in full force until June 30, 2027. The City may, at its discretion, extend the term of this Agreement on a 12-month basis, not to exceed two (2) additional twelve month renewal terms by giving written notice thereof to Consultant not less than thirty (30) days before the end of the contract term, such notice to be exercised by the City Manager.

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the fees set forth in Consultants' Proposal (Exhibit A), which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation exceed one hundred eighty thousand dollars (\$180,000.00), per fiscal year without additional written authorization from the City. Notwithstanding any provision of Consultant's Proposal to the contrary, out of pocket expenses set forth in Exhibit A shall be reimbursed at cost without an inflator or administrative charge. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the City at the time of payment.

4. Method of Payment. Consultant shall promptly submit billings to the City describing the services and related work performed during the preceding month to the extent that such services and related work were performed. Consultant's bills shall be segregated by project task, if applicable, such that the City receives a separate accounting for work done on each individual task for which Consultant provides services. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures. City shall pay Consultant no later than forty-five (45) days after receipt of the monthly invoice by City staff.

5. Background Checks. At any time during the term of this Agreement, the City reserves the right to make an independent investigation into the background of Consultant's personnel who perform work required by this Agreement, including but not limited to their references, character, address history, past employment, education, social security number validation, and criminal or police records, for the purpose of confirming that such personnel are lawfully employed, qualified to provide the subject service or pose a risk to the safety of persons or property in and around the vicinity of where the services will be rendered or City Hall. If the City makes a reasonable determination that any of Consultant's prospective or then current personnel is deemed objectionable, then the City may notify Consultant of the same. Consultant shall not use that personnel to perform work required by this Agreement, and if necessary, shall replace him or her with a suitable worker.

6. Suspension or Termination.

a. The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of such notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

b. In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City, pursuant to Section entitled "Method of Payment" herein.

7. Plans, Studies, Documents.

a. **Ownership of Documents.** All plans, studies, documents and other writings prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, except working notepad internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. City shall have sole determination of the public's rights to documents under the Public Records Act, and any third-party requests of Consultant shall be immediately referred to City, without any other actions by Consultant.

b. **Licensing of Intellectual Property.** This Agreement creates a nonexclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require that all subcontractors agree in writing that City is granted a nonexclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

c. **Confidentiality.** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs relating to project for which Consultant's services are rendered, or any publicity pertaining to the Consultant's services under this Agreement in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

8. Consultant's Books and Records.

a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to the City for inspection at City Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at Consultant's address indicated for receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above-named officers, require that custody of the records be given to the City and that the records and documents be maintained in City Hall. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor.

a. Consultant is and shall at all times remain as to the City a wholly independent contractor pursuant to California Labor Code Section 3353. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

b. Notwithstanding any other federal, state and local laws, codes, ordinances and regulations to the contrary and except for the fees paid to Consultant as provided in the Agreement, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. Interests of Consultant. Consultant (including principals, associates and professional employees) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered

by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendation or counsel independent of the control and direction of the City or of any City official, other than normal agreement monitoring; and

b. possesses no authority with respect to any City decision beyond rendition of information, advice, recommendation or counsel. (FPPC Reg. 18700(a)(2).)

12. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

13. Compliance with Laws.

a. Consultant shall comply with all local, state and federal laws and regulations applicable to the services required hereunder, including any rule, regulation or bylaw governing the conduct or performance of Consultant and/or its employees, officers, or board members.

b. Consultant represents that it has obtained and will maintain at all times during the term of this Agreement all professional and/or business licenses, certifications and/or permits necessary for performing the services described in this Agreement, including a City business license.

14. Licenses. Consultant represents and warrants to City that it has the licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. Consultant shall maintain a City of Lake Elsinore business license.

15. Indemnity. Consultant shall indemnify, defend, and hold harmless the City and its officials, officers, employees, agents, and volunteers from and against any and all losses, liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct or negligent acts or omissions of Consultant or its employees, subcontractors, or agents, by acts for which they could be held strictly liable, or by the quality or character of their work. The foregoing obligation of Consultant shall not apply when (1) the injury, loss of life, damage to property, or violation of

law arises from the sole negligence or willful misconduct of the City or its officers, employees, agents, or volunteers and (2) the actions of Consultant or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law. It is understood that the duty of Consultant to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

16. Insurance Requirements.

a. Insurance. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, unless modified by the City's Risk Manager, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the City at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City. In the event that Consultant is exempt from Worker's Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California, Consultant shall submit to the City a Certificate of Exemption from Workers Compensation Insurance in a form approved by the City Attorney.

ii. General Liability Coverage. Consultant shall maintain commercial general liability insurance in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Required commercial general liability coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (ed. 11/88) or Insurance Services Office form number GL 0002 (ed. 1/73) covering comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability. No endorsement may be attached limiting the coverage.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities

of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence. Automobile liability coverage must be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 1 ("any auto"). No endorsement may be attached limiting the coverage.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance appropriate for Consultant's profession for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's services under this Agreement, whether such services are provided by the Consultant or by its employees, subcontractors, or sub consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single limit per occurrence basis.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a Best's rating of no less than A: VII and shall be endorsed with the following specific language:

i. Notwithstanding any inconsistent statement in any required insurance policies or any subsequent endorsements attached thereto, the protection offered by all policies, except for Workers' Compensation, shall bear an endorsement whereby it is provided that, the City and its officers, employees, servants, volunteers and agents and independent contractors, including without limitation, the City Manager and City Attorney, are named as additional insureds. Additional insureds shall be entitled to the full benefit of all insurance policies in the same manner and to the same extent as any other insureds and there shall be no limitation to the benefits conferred upon them other than policy limits to coverages.

ii. This policy shall be considered primary insurance as respects the City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the City, including any self-insured retention the City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.

iv. The insurer waives all rights of subrogation against the City, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. The insurance provided by this Policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the City.

c. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the City on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement

17. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of Lake Elsinore
Attn: City Manager
130 South Main Street
Lake Elsinore, CA 92530

With a copy to: City of Lake Elsinore
Attn: City Clerk
130 South Main Street
Lake Elsinore, CA 92530

If to Consultant: TRB and Associates, Inc.
Attn: Paul Armstrong, P.E., CBO
4182 N. Viking Way, Suite 204
Long Beach, CA 90808

18. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant and the subcontractors listed in Exhibit B. Consultant shall be fully responsible to City for all acts or omissions of any subcontractors. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of the City. Consultant shall not subcontract any portion of the work to be performed under this Agreement except as provided in Exhibit B without the written authorization of the City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of those subcontractors. Nothing in this Agreement shall create any contractual relationship between City and any subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.

19. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

20. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

21. Mediation. The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and share the costs of mediation equally. If the parties are

unable to agree upon a mediator, the dispute shall be submitted to JAMS or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

22. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

23. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Consultant agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the parties that, in connection with the Work or Services provided pursuant to this Agreement, Consultant shall bear all risks of payment or non-payment of prevailing wages under California law, and Consultant hereby agrees to defend, indemnify, and hold the City, and its officials, officers, employees, agents, and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

25. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

26. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Riverside.

27. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party. The City Manager is authorized to enter into an amendment or otherwise take action on behalf of the City to make the following

modifications to the Agreement: (a) a name change; (b) grant extensions of time; (c) non-monetary changes in the scope of services; and/or (d) suspend or terminate the Agreement.

28. Counterparts. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

29. Entire Agreement; Incorporation; Conflict. This Agreement contains the entire understanding between the parties relating to the obligations described herein. All prior or contemporaneous understandings, agreements, representations and statements, oral or written, are superseded in total by this Agreement and shall be of no further force or effect. Consultant's Proposal is incorporated only for the description of the scope of services and/or the schedule of performance and no other terms and conditions from such proposal shall apply to this Agreement unless specifically agreed to in writing. In the event of conflict, this Agreement shall take precedence over those contained in the Consultant's Proposal.

30. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

[Signatures on next page]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

“CITY”

CITY OF LAKE ELSINORE, a municipal corporation

“CONSULTANT”

TRB and Associates, Inc., a California corporation.

City Manager

By: Paul Armstrong, P.E., CBO

Its: Director of Code Compliance & Project Manager

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Assistant City Manager

Attachments: Exhibit A - Consultant's Proposal

EXHIBIT A
CONSULTANT'S PROPOSAL

[ATTACHED]

City of Lake Elsinore

Building Plan Check and Inspection Services



CONTACT

Paul Armstrong, PE, CBO
Technical Director | Project Manager
562.566.4144
parmstrong@trbplus.com

OFFICE LOCATIONS

Long Beach
San Ramon
Santa Clara
Sacramento
Las Vegas

TRB+ Associates

www.trbplus.com

STATEMENT OF QUALIFICATIONS TO PROVIDE

Building Plan Check and Inspection Services



April 1, 2024

PRESENTED TO:

The City of Lake Elsinore

Via - PlanetBids

130 South Main Street

Lake Elsinore, CA 92530

CONTACT INFORMATION:

Paul Armstrong, P.E., CBO

Technical Director | Project Manager

Tel: 562-566-4144

Email: parmstrong@trbplus.com

TRB and Associates, Inc.

Southern California Office

4182 N. Viking Way, Suite 204

Long Beach, CA 90808

Tel: 562-566-4144

www.trbplus.com



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April 1, 2024

City of Lake Elsinore
Attn: Shannon Buckley, Assistant City Manager
via PlanetBids
130 South Main Street
Lake Elsinore, CA 92530

Dear Ms. Buckley:

SUBJECT: TRB and Associates Statement of Qualifications to Provide Building Plan Check and Inspection Services

TRB and Associates, Inc. (TRB) is pleased to present this Statement of Qualifications to provide Building Plan Check and Inspection Services to the City of Lake Elsinore Building Department for its consideration. In the documentation provided, we have included background information on the company, representative project experience, our Building Services offerings, professional references, and qualifications of our team members for your review.

For this engagement, **Paul Armstrong, P.E., CBO** has been designated to continue to serve as Project Manager responsible for ensuring timely delivery of quality plan review, building inspection, and staff augmentation services. Paul currently serves in this function for the City of Lake Elsinore as our firm is currently engaged to provide as-needed Building Safety support services to the City. Paul's experience also includes providing Building Safety support services to the Cities of Corona, West Hollywood, Burbank, Santa Ana, Huntington Beach, Fullerton, and Santa Clarita; and the Counties of Los Angeles and San Bernardino. To confirm, Paul will continue to manage all services provided to the City from TRB's Long Beach office. The balance of our proposed staff and are included in **Section 5 - Personnel** of our Statement of Qualifications.

Established in 2006, TRB is a Code Compliance Services California Corporation which provides Plan Review, Inspection, Permit Technician, Code Enforcement, Delegate Chief Building Official, and Disabled Access (CAsp) services to municipal building and public works departments. Our company, which comprises over 60 team members, specializes and serves exclusively in the municipal code compliance role. We would like to highlight the following about the company:


- ✓ As noted earlier, our firm is currently engaged to provide as-needed Building Department services to the City of Lake Elsinore. We also serve more than 75 additional municipalities throughout California.
- ✓ The staff of TRB includes licensed Civil, Structural, Mechanical, Fire Protection, and Electrical Engineers; Architects; and ICC, CAsp, LEED®, and SAP/ATC 20 certified individuals who have an average 25 years of experience in the architecture-engineering-construction industry.
- ✓ As a value-added service, Paul Armstrong will be available to provide code training to City staff and invited guests if desired by the City.
- ✓ Our staff are active in industry organizations such as ICC, CALBO, CBOAC, ASCE, and SEAOC. Of note, TRB's roster includes past ICC Chapter Presidents and a CBOAC Board Member – Paul Armstrong (Orange Empire Chapter, 2019), Todd Bailey (East Bay Chapter, 2009), and Shelley Loughran (CBOAC 2022).
- ✓ Our firm was recognized as Industry Member of the Year by the County Building Officials Association of California (CBOAC) in 2019.
- ✓ We have a strong track record of producing quality results and meeting turnaround goals, a track record to which our clients will attest.

Our firm looks forward to the opportunity to continue to assist the City of Lake Elsinore as a Building Services provider. To confirm, this submittal may be deemed binding for a term of 90 days from the date of submittal to the City. If you have questions or need further information, please do not hesitate to contact Paul Armstrong by phone at (562) 270-4095 or by email at parmstrong@trbplus.com.

Sincerely,

TRB + ASSOCIATES, INC.


Paul Armstrong, P.E., CBO
Director of Code Compliance & Project Manager


Todd Bailey, P.E., LEED AP, CAsp, MBA
Principal & Founder



Las Vegas Office
5955 Edmond Street, 1F
Las Vegas, NV 89118
Tel: 702.760.5881

Corporate Office
3180 Crow Canyon Place, Ste 216
San Ramon, CA 94583
Tel: 925.866.2633

Southern California Office
4182 N Viking Way, Ste 204
Long Beach, CA 90808
Tel: 562.566.4144

Silicon Valley Office
1265 El Camino Real, Ste 209
Santa Clara, CA 95050
Tel: 408.642.1068

Sacramento Office
1900 Point West Way, Ste 261
Sacramento, CA 95815
Tel: 916.384.0900

Company Overview

TRB and Associates, Inc. (TRB) is a California based building and fire life safety code compliance services corporation with offices in Long Beach, San Ramon, Santa Clara, Sacramento, and Las Vegas. Our firm provides Plan Review, Inspection, Building Department Administration, Delegate Chief Building Official, Disabled Access (CASP) Consulting services to public agencies throughout Southern California, including Cities of Corona, Burbank, Santa Ana, Huntington Beach, Fullerton, Santa Clarita, West Hollywood, Lake Elsinore, and the Counties of San Bernardino and Los Angeles.

TRB was established in 2006 and has been a growing business since its founding. The firm is owned by its Principal-in-Charge Todd Bailey, PE, LEED AP, CASp, MBA who has over 25 years of experience working in the Building Safety field in California. Our over 60 team members have an average of 25 years of experience in the Architecture-Engineering-Construction industry, providing building safety code compliance services.

Qualified Consulting Firm

TRB is a qualified consulting firm with experience providing Building Safety code compliance services. TRB has been providing these services to our clients since its founding. We would like to confirm that our firm has the qualifications and skills necessary to perform the requested services. Our firm and its employees are properly licensed, registered, and/or certified in accordance with applicable federal, state, and local laws, statutes, ordinances, rules, and regulations relating to services proposed.

Range of Services

- ✓ Building and Fire Plan Review
- ✓ Building and Fire Inspection
- ✓ Building Department Administration
- ✓ Code Enforcement Inspection
- ✓ Consulting Chief Building Official
- ✓ Disabled Access (CASp) Consulting
- ✓ Building Standards Codes Training
- ✓ Civil Plan Review and Inspection

Our Commitment

In our firm's nearly 20 years in business, we have assembled a team of professionals that have been committed to the success of our clients. As the organization continues to grow, we have maintained our core belief in providing a welcoming environment, training, and promotional opportunities, and providing the best service possible to our clients. With TRB, the City of Lake Elsinore will continue to receive an experienced team who understands the needs of public agencies and takes pride in delivering outstanding service. Consider us your partner, and as such we are always on call and always available for everything from simple brainstorming sessions to representing you during meetings with stakeholders.



Team Lead Contact Information & Local Office

All correspondence and questions related to this statement of qualifications may be directed to our Project Manager, **Paul Armstrong**, using email, telephone, and/or direct mail. TRB's local office is in Long Beach. Mr. Armstrong and other necessary TRB staff are available to meet with applicants and City staff in-person at City Hall or virtually upon request. All proposed staff are included in this section of the statement of qualifications.

Paul Armstrong, PE, CBO

Technical Director and Project Manager

T: (562) 566-4141

C: (562) 202-0918

Email: parmstrong@trbplus.com

Project Office Location

TRB and Associates, Inc.

4182 N Viking Way,

Suite 204

Long Beach, CA 90808

Project Understanding

In brief, it is our understanding that the City of Lake Elsinore is seeking qualified consultants to assist with professional building plan review and inspection services on an as-needed basis. It is presumed that all assigned projects are to be reviewed for adherence to the City of Lake Elsinore's latest adopted Municipal Codes and Title 24 California Building Standards Codes covering structural, fire prevention, life safety, accessibility, energy conservation, green building, plumbing, mechanical, and electrical provisions; as well as zoning and grading compliance. We are well familiar with State, County, and local requirements, and other relevant industry standards and are ready to put our knowledge to work for the City.



TRB has reviewed the Scope of Services as detailed in the Scope of Required Services of the City's RFQ, and is prepared to:

- ✓ Perform Commercial, Industrial, and Residential plan checks
- ✓ Perform Building, Mechanical, Electrical, and Plumbing plan checks
- ✓ Perform CASP certified, Green Building, and Title 24 plan checks

Please be advised that as per the requirements of the City RFQ, hourly rates for services rendered accompany our statement of qualifications submittal under separate cover. The following reflects our proposed work plan for providing the requested scope of services.

Project Approach Overview

Our approach emphasizes fostering a collaborative team dynamic between our staff and the City's team. Led by our Project Manager, **Paul Armstrong, PE, CBO**, we prioritize regular communication with City staff to stay updated on code interpretations and policies, ensuring timely responses to any permit, document review, or inspection issues. We value the importance of the City's projects and are dedicated to meeting all project service delivery deadlines. We will diligently document and report all findings as required. Our team members will be readily available for meetings via phone, in-person, or through virtual platforms like Zoom or WebEx, with a commitment to responding to inquiries within 1 business day. We encourage open discussions to achieve efficient results.

Project Initialization, Scheduling & Management

From our prior experience supporting municipal building departments and divisions, we know that developing a comprehensive understanding of administrative processes, the project construction documents, and supporting the timely execution of the project schedule is of critical importance. To confirm, for any assignment, TRB members will possess a thorough understanding of the role and will be committed to supporting the City with its specific project schedule and processing needs.

Preliminary Meetings and Project Administration

Shortly after project award, we would propose to hold a meeting to verify project expectations, deliverables, scheduling, and logistical considerations. On an ongoing basis, our Project Manager will coordinate with our team to allocate resources appropriately. Regular communication between our Project Manager and the TRB team will be ongoing throughout this engagement to ensure alignment on project staffing and schedule needs.

Building Code Instruction

If desired by the City, TRB is prepared to provide Building Code Instruction support in either classroom or field-type settings on a range of technical subjects. **Paul Armstrong** is an award-winning California Building Standards Codes instructor whose accolades includes being named **CALBO Instructor of the Year**. Paul is currently providing extensive training on the recent code cycle changes to the California Building and Residential Codes to TRB clients, local ICC Chapters, and CALBO Education Week attendees. Paul will be available to provide tailored training to the City and its invited guests upon request. TRB maintains status as an ICC Preferred Education Provider.



Building Plan Check Scope & Approach

TRB will work seamlessly performing plan review services for residential, multi-family residential, commercial, and industrial projects encompassing building code, electrical, plumbing, mechanical, fire protection, Title-24 energy, accessibility, and green building standards; as well as grading, drainage, floodplain, wildland urban interface fire severity zone, stormwater, grading, hazardous materials, and State housing law Title-25 factory-built structure considerations, as applicable. Our reviews consider all relevant project documentation including plans, specifications, calculations, and other related correspondence to verify conformance to adopted local codes, ordinances, regulations, and standards, including the 2022 editions of the following California Building Standards Codes:



- California Building Code
- California Residential Code
- California Electrical Code
- California Plumbing Code
- California Mechanical Code
- California Fire Code
- Title 24 Energy Standards
- California Green Building Standards Code

Alternate Material and Methods

TRB recognizes that there are alternate materials and methods of construction that can be used to satisfy and comply with the provisions of the code. Our experience with the use of alternate materials, alternate design and methods of construction enhances our ability to solve specific issues that arise in design and construction.

Electronic Plan Review

To confirm, TRB is fully equipped to conduct plan reviews via electronic media. The TRB staff is at the forefront of expertise in digital plan review and workflow management, possessing extensive proficiency in various electronic plan review and permitting systems such as Bluebeam, Citizen's Portal, Accela, eTRAKIT, DigEplan, and Projectdox.

Online Plan Check Status and Records

To facilitate access to plan review findings and status information, TRB is prepared to initiate its Project Website and Bluebeam for use on this assignment if desired by the City. With our project website, all correspondence issued by our team can be posted and maintained for access by City and designated project stakeholder staff. Our postings can include plan review findings (i.e. approval/comment letters), plan review submittal status information, meeting notes, etc.; all of which may be updated on a daily basis. In addition, if so desired by the City, we can also accommodate incoming electronic document postings (i.e. electronic plans, calculations, RFI's, etc.).



Plan Review Process

Please note that our plan review process will be tailored to meet the City's specific needs. The following process represents an example plan review workflow which may be applied if desired by the City.

Step 1 - Preliminary Discussions:

Prior to beginning our initial plan review project, our Project Manager proposes to conduct a meeting or conference call with the City to discuss local code policies, documentation procedures, plan processing protocols, plan review checklist items, and scheduling.

Step 2 – Initial Review:

Once we receive a complete set of plan documents, we will perform our plan review in the agreed-upon timeframe, checking for compliance to all applicable code standards.

To confirm, plan review turnaround timeframes will align with standard City-established timeframes. In general, project reviews are completed in 5 to 10 working days or less for initial reviews, and 5 working days or less for subsequent review cycles. Specific turnaround times are provided in the "Turnaround Timetable" included on the following page.

All corrections are identified based on compliance with specified codes and regulations and worded so the designer will know what needs attention and how to respond to the issue stated. Generally, corrections are identified in two ways:

- Notes can be made on plans as appropriate and authorized to assist in locating the issue on the plans;
- A correction sheet is generated detailing what items need to be addressed before plans can be approved.

Step 3 – Transmittal of Plans and Comment Lists for Plan Review:

At the heart of our approach in delivering our services to you, is the recognition that there must be a coordinated effort to track and coordinate all submittals and requests received. To help assure that submittals are properly coordinated and tracked, TRB has established an internal plan review coordination process to ensure that each plan received for review is properly handled, processed, and returned on time. Our plan tracking procedures are computerized to track each submittal through the review process and maintain accurate and comprehensive records for each submittal. Upon completion of our review, any comments generated are consolidated into a correction letter in the City's preferred format (e.g. Bluebeam, punch list, or other format) which is remitted to the City for its reference.



Step 4 – Rechecks:

Upon receipt of the resubmittal package from the applicant, once we have verified that the resubmittal package is complete, we perform a recheck in the agreed-upon timeframe. This process is repeated until the project plan documents are ready to be recommended for approval.

Step 5 – Plan Approval:

When all review comments are satisfied, we will forward two sets of all relevant correspondence bearing our company's "Reviewed for Code Compliance" stamp (including plans, calculations, and specifications), along with a transmittal letter indicating our recommendation for project approval, and the project file to the City for processing.

Turnaround Time Table

The following table describes the maximum turnaround times TRB will meet during this contract.

Type of Projects*	Maximum Timeframe for Delivery
Minor Plan Check e.g. room additions for single family house, detached structures, and re-roofing	5-10 Business Days
Major Plan Check** e.g. multi-family residential, commercial, and other nonresidential project	10-15 Business Days
Subsequent & resubmitted plan checks new single-family house; and simple tenant improvements for non-residential buildings	5-10 Business Days
Expedited Plan Check	5-7 Business Days

* Turnaround times include all project types assigned to TRB for plan check (i.e. building, plumbing, electrical, mechanical, grading and drainage, industrial waste).

**For projects which may be complex in nature, additional time may be requested. In such cases, TRB's project manager will coordinate with the City's Building Official or their designated representative to arrive at a mutually agreeable timeframe.

Shipping and Delivery of Plans

TRB provides pre-printed overnight shipping labels and/or pickup services to facilitate the transport of any hardcopy plan submittals to our office. Please note that the pickup, shipment and delivery of plan documents and other relevant correspondence to the City are provided at no additional cost.



Building Inspection Scope & Approach

TRB is prepared to perform inspection, referring to building plans and material specifications for structures located within the City limits, upon 48-hour notice. Our inspectors are proficient at verifying project conformance to model code standards (Building, Electrical, Mechanical, Plumbing, Green Building and Energy Code & Accessibility) and locally adopted ordinances.

TRB provides all labor and technical, administrative, professional, and other personnel; supplies, materials, equipment, and all other resources necessary to perform the specified work. TRB will use existing City forms or can develop correction sheets which meet with the approval of the City and shall maintain written lists of corrections needed to ensure conformance to codes and regulations.

Field Inspection Process

Our experienced team includes individuals with extensive field inspection experience on a range of project assignment types including municipality “Called Inspections,” “Clerk of the Works,” and “Inspector of Record” roles; our team can assist with a broad range of inspection responsibilities. Our scope of service areas includes residential, commercial, and industrial facilities, capital improvement projects, municipal agency services and infrastructure revitalization.

Our inspectors are careful to document all inspection activities, adhere to agency-adopted protocols, and follow field procedures and policies as dictated by the Building Official. TRB will maintain daily inspection records and all necessary documents on file for reference by the City.

To confirm, TRB staff are available for applicant inquiries and/or conferences during normal City business hours.

Our inspections include those identified in the California Model Codes and would be amended or modified as directed by the City. Our inspection scope generally includes:

- Foundation Inspection
- Framing Inspection(s)
- Electrical, Mechanical and Plumbing systems inspection
- Lath and/or Gypsum Board Inspection
- Fire Code Inspection (if requested), e.g., fire suppression systems, alarms, etc.
- Concrete Slab or under-floor Inspection
- Energy Efficiency Measures Inspection
- Green Building Inspection
- Fire Resistive Rated Construction Inspection
- Floodplain Inspection
- Final Inspection

Remote Virtual Inspection (RVI) Option

Many agencies have engaged in using virtual programs to provide remote inspection services. Several of our clients have successfully implemented virtual inspection programs. We are familiar with using Inspected.com (a teaming effort with the ICC) and Blitzz, as well as Facetime, Skype, Google Duo and Microsoft Teams. We are prepared to assist with RVI inspections if desired by the City.



Building Official, Permit Technician, Code Enforcement, & CASp Consulting Services (Option)

TRB is prepared to provide Permit Technician, Code Enforcement, and Administrative services support to the City on an as-needed basis. TRB staff are prepared to work at the City's offices as an extension of City staff under the supervision of the Chief Building Official or their designee with the knowledge, skills, and abilities to perform the following functions:

Building Official

- Administer building codes to safeguard life, health, property, and public welfare
- Oversee processing and issuance of building permits
- Oversee plan review process to ensure uniform code conformance
- Oversee day to day building inspection activities
- Coordinate permit fee estimates
- Ensure coordination between city departments and outside agencies
- Provide technical insight to homeowners and contractors to help expedite construction projects

Permit Technician / Administrative Assistant

- Enter permit and related data into the City permit tracking system.
- Research, compile, and prepare various limited reports and presentation graphics.
- Assist the public at the front counter or by phone regarding building, planning, and engineering permit requirements, application and permit fees, application filing procedures and processing, and permit status.
- Accept permit and related applications and collect fees.
- Screen plans and application materials for completeness and for conformance with City ordinances standards, policies, and guidelines.
- Review application materials for compliance with conditions of project approval; route plans to other City departments for review; approve and issue minor permits; research and respond to public inquiries.



Code Enforcement

- Enforce compliance with agency regulations and ordinances including those pertaining to zoning, land use, nuisance housing, building codes, health and safety, blight, graffiti, water waste, and other matters.
- Conduct field investigations; inspect properties for violations; issue and post warning notices, notices of violation, corrective notices, orders to comply, and related documentation for code violations; schedule and performing follow-up functions to gain compliance including letters, inspections, calls, meetings, discussions, and negotiations to ensure compliance with appropriate codes and ordinances.
- Maintain accurate documentation and case files on investigations, inspections, enforcement actions, and other job-related activities including accurate and detailed information regarding code enforcement activity to substantiate violations, drawing diagrams and illustrations, and taking photographs.

CASp Consulting

- TRB offers Certified Accessibility Specialist (CASp) Consulting Services to assist agencies with the compliance requirements of State of California Senate Bill 1608. Our team is skilled at evaluating facilities and reviewing facility plans and specifications for compliance with State and Federal accessibility laws, codes, and regulations, conducting accessibility research, preparing accessibility reports, and performing accessibility inspections.

Representative Client List

TRB staff members have extensive experience working with numerous public agencies in California. The following is a representative (partial) list of Southern California, State and Federal agencies currently or previously served by our staff members. Point of contact information for select clients is also included herein. Please note that additional points of contact for additional customers are available upon request.

LOCAL AGENCIES – SOUTHERN CALIFORNIA		
City of Lake Elsinore	County of San Bernardino	City of Long Beach
City of Signal Hill	City of Burbank	City of Santa Ana
City of Ontario	City of Fullerton	City of Indian Wells
City of Corona	City of Menifee	City of Laguna Hills
City of Coronado	City of Orange	County of Los Angeles
City of Glendale	City of Huntington Beach	City of Long Beach
County of San Luis Obispo	City of West Hollywood	City of Santa Clarita
STATE AND FEDERAL AGENCIES		
California Energy Commission	Division of the State Architect	Veterans Administration
NASA	UC Davis Health	Judicial Council of California

Client References

TRB understands the importance of maintaining a high level of quality and customer service when supporting the City of Lake Elsinore with Building and Safety Department-related activities. We encourage you to contact the following references to provide testimony of our performance of work. Please note that additional references are available upon request.

City of Lake Elsinore

Contact: Bill Belvin | Building & Safety Manager

Phone: (951) 674-3124 | Fax: (951) 471-1418 | Email: bbelvin@lake-elsinore.org

Dates of service: 2019 - Present

Services Provided: Plan Review, Inspection, Permit Technician Services

TRB is currently providing as needed plan review and staff augmentation services.



County of San Bernardino

Contact: Greg Griffith, PE, LEED AP | Interim Building Official

Phone: (909) 387-8311 | Fax: (909) 387-3223 | Email: greg.griffith@lus.sbcounty.gov

Dates of service: 2021 – Present

Services Provided: Plan Review, Inspection, Permit Technician, Emergency Response, and Special Projects

TRB provides as-needed plan review, inspection, and permit technician services to the County of San Bernardino. TRB is currently providing as needed plan review and onsite permit technician support to the County.



City of Corona

Contact: Chris Milosevic | Building Official

Phone: (951) 736-2250 | Fax: (951) 279-3561 | Email: ChrisM@CoronaCA.gov

Dates of service: 2019 – Present

Services Provided: Plan Review, Inspection and Permit Technician services

TRB has provided plan review, inspection, and permit technician services to the City of Corona since 2019. TRB is currently providing extensive as needed plan review, as well as staff augmentation services.



City of Long Beach

Contact: Truong Nguyen | Manager of Engineering/Plan Review Division

Phone: (562) 570-6921 | Email: truong.huynh@longbeach.gov

Dates of service: 2021 - Present

Services Provided: Plan Review and Inspection Services

TRB is currently providing extensive as needed plan review, as well as staff augmentation services.



City of West Hollywood

Contact: Benjamin Galan, PE | Building and Safety Division Manager

Phone: (323) 848-6512 | Fax: (323) 848-6569 | Email: bgalan@weho.org

Dates of service: 2020 – present

Services Provided: Plan Review, Inspection and Permit Technician services

TRB is currently providing as needed code consultation and building safety services to the City.



City of Santa Clarita

Contact: John Caparelli, PE | Building Official

Phone: (661) 255-4935 | Email: jcaparelli@santa-clarita.com

Dates of service: 2021 – present

Services Provided: As-Needed Plan Review, Inspection, and Permit Technician services

TRB is currently providing an onsite plan reviewer as well as as-needed offsite plan review assistance to the City.



Project Experience

Plan Review

The following is a partial list of plan review projects worked on by our staff members. The project valuation for all below-referenced projects ranges from \$1 million to over \$5 billion.

Mixed Use

- SoFi Stadium, \$5 billion, Inglewood, CA
- Disney Star Wars Land Expansion, \$1 billion, Anaheim, CA
- New 39-Story High Rise Building, \$110 million, Oakland, CA
- New Mixed Use Recreation Center, Corona, CA
- Santa Clara Square Project, \$200 million, Santa Clara, CA



Government / Civic

- Anaheim Convention Center Expansion, \$200 million, Anaheim, CA
- New Fire Station (13,000 s.f.), Long Beach, CA
- Veteran's Administration Facility, Menlo Park Campus
- NASA Ames Research Facility, \$50 million, CA



Commercial

- Latitude Business Park, \$75 million, Corona, CA
- Kearny Logistic Center Buildings 1-5, 700k sf, Corona, CA
- New Cannabis Facility, Long Beach, CA
- New McDonalds Restaurant, Lake Elsinore, CA
- Monterey Bay Aquarium Learning Center, \$42 million, Monterey, CA



Biotechnology / Healthcare

- New Plastic Surgery Center, Long Beach, CA
- UC Davis Aggie Square Research Facility, \$1.9 billion, Sacramento, CA
- Kaiser Medical Office Building 2, \$100 million, Redwood City, CA
- NASA Biological Sciences Lab, CA



Industrial and Power Plant Cogeneration Facilities

- Inland Empire Energy Center (600 MW), Menifee, CA
- Rare Earth Element Processing Facility, San Bernardino, CA
- Mountainview Power Plant (1,000 MW), Redlands, CA
- Walnut Creek Energy Park (300 MW), Industry, CA

Residential / Residential Care Facilities

- Prose Apartments (14 res. bldgs., 420 units total), Moreno Valley, CA
- Terracina SFD Master Plan, Lake Elsinore, CA
- Iris Park SFD Master Plan, Moreno Valley, CA
- Valley Vista Senior Housing Complex, San Ramon, CA



Inspection / Building Department Administration

The following is a partial list of Inspection and Administrative assignments worked on by our staff members:

Building Official

- City of Signal Hill, City of Whittier, City of Coronado,
California Energy Commission

Combination Inspection

- City of Corona, City of Huntington Beach, City of El Cerrito,
City of Sacramento, City of Walnut Creek

Permit Technician

- City of Lake Elsinore, County of San Bernardino,
City of Moreno Valley, City of Corona

Code Enforcement and Multifamily Inspection

- County of Solano, City of Concord, City of Antioch, City of Benicia

Delegate CBO Services

- Inland Empire Energy Center, Menifee, CA; Mountainview Power Plant, Redlands, CA;
Walnut Creek Energy Park Power Plant, City of Industry, CA; Almond 2 Power Plant, Ceres, CA



Team Composition & Organizational Structure

TRB's team of professionals are prepared to provide the proposed services of Building Plan Review and Inspection Services as requested by the City in an efficient manner, and in the best interest of the City of Lake Elsinore. Mindful of the potential complexity of projects in the City, TRB has assembled a team that has worked together for many years and have built strong relationships based on understanding, appreciation, and the drive to deliver the highest quality service for our clients.

Our proposed team is comprised of senior-level professionals who possess an average of 25 years of experience in the Architecture-Engineering-Construction (AEC) industry. We are pleased to be able to present a team with this combination of interpersonal familiarity and extensive AEC experience.

PROJECT MANAGER

Paul Armstrong, PE, CBO will serve in the role of **Project Manager**. Paul will be the main point of contact for the City. With more than 30 years of building safety management experience, Paul teaches regularly for California Building Officials (CALBO) and has developed a number of CALBO training courses. As a Chief Building Official, he managed building plan review, counter assistance, and inspection for numerous California agencies. His previous experience at International Code Council (ICC) included leading the Architectural and Engineering Services Department, International Conference of Building Officials (ICBO) Technical Services Department.



STAFF AUGMENTATION COORDINATOR

Doug Armstrong, CAPM will be serving in the role of Staff Augmentation Coordinator on this assignment. Doug is a Certified Associate in Project Management (CAPM) with over 10 years of professional experience in the Building and Safety industry which includes roles in production, administration, and project management. He serves as a client relations representative and staff augmentation coordinator for numerous Southern California agencies.



PLAN REVIEW TEAM LEADERSHIP

Our plan review group is led by our **Plan Review Services Manager, Bing Young, RA**. Bing possesses extensive experience in plan review on both residential and commercial projects and includes more than 25 years of professional experience in production, project management, construction management, energy, and accessibility analysis. Bing will have overall responsibility for Plan Review Services on this assignment.



Senior Plan Review Engineer, Dan McLaughlin, PE, CASp is a registered Civil Engineer and ICC Certified Plans Examiner. Dan has been with TRB and Associates for over 8 years, specializing in plan review coordination with extensive experience on both commercial and residential projects.



Dominic Ma, SE, MPA serves as our **Quality Control Principal**, responsible for ensuring the technical accuracy of the work performed. Dominic has more than 30 years of experience in reviewing building plans and specifications submitted for building permit applications to assure compliance with adopted building codes and reference standards.



INSPECTION AND PERMIT TECHNICIAN TEAM LEADERSHIP

Our inspection and administrative services group is led by our **Inspection and Administrative Services Manager, Chris Rose**. Chris has over 20 years of experience serving in both public and private sector roles on a variety of projects; his experience includes serving as Building Manager for Sonoma County and providing inspection services on extensive industrial project types.



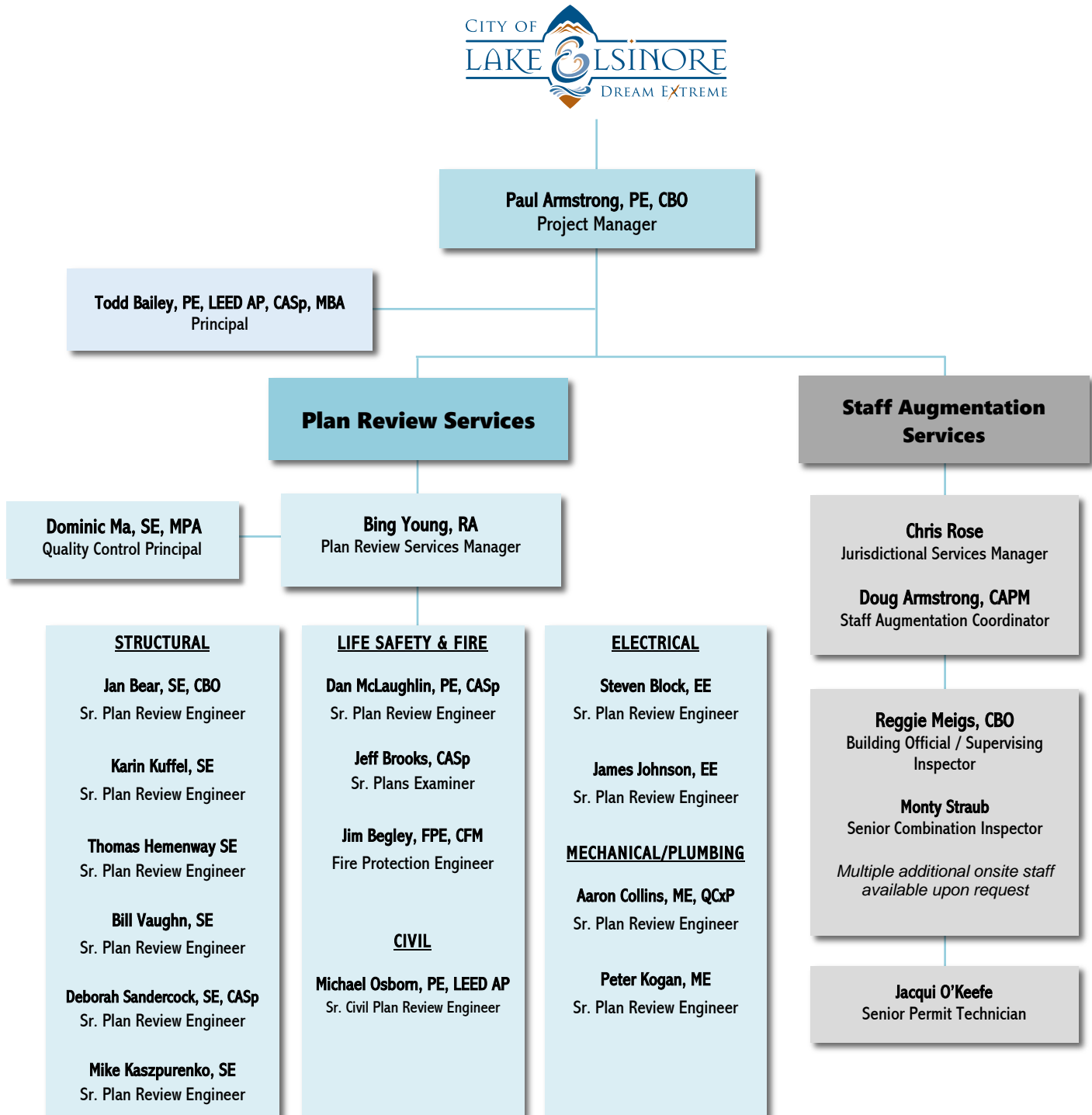
PRINCIPAL & FOUNDER

Todd Bailey, PE, LEED AP, CASp, MBA, our company Principal and Founder, will provide as-needed support on the project. Todd has over 25 years of experience in the industry which includes serving as a Delegate Chief Building Official on many large-scale fast-track projects in California having a combined valuation of over \$10 billion. Todd will work closely with our team to ensure that project goals are met and that findings are communicated in a timely and clear manner.



Team Organizational Chart

The following Organization Chart and Team Experience Profile identifies those individuals who are proposed for this assignment. Please note that TRB has additional staff available who also can be made available to assist on an as-needed basis.



Team Experience Profile

The following table includes role and licensure/certification information for each proposed individual.

NAME	YEARS OF RELEVANT EXPERIENCE	QUALIFICATIONS
PROJECT LEADERSHIP		
Paul Armstrong, PE, CBO Project Manager, Chief Building Official	30	Registered Civil Engineer – California ICC Certified Building Official
Todd Bailey, PE, CASp, MBA, LEED AP Principal-In-Charge / Founder	25	Registered Civil Engineer – California, Hawaii ICC Certified Building Plans Examiner ICC Certified Commercial Building Inspector ICC Certified Commercial Electrical Inspector ICC Certified Commercial Plumbing Inspector ICC Certified Commercial Mechanical Inspector LEED Accredited Professional Certified Accessibility Specialist (CASp)
Bing Young, RA Plan Review Services Manager	25	Registered Architect – California
Dominic Ma, SE, MPA Quality Control Principal	30	Registered Structural Engineer – California Registered Civil Engineer – California ICC Certified Plans Examiner
Christopher Rose Jurisdictional Services Manager	20	ICC California Commercial Building Inspector ICC Commercial Building Inspector ICC Residential Building Inspector ICC California Residential Building Inspector ICC Residential Plans Examiner State of Oregon OIC-OR State Inspector Certification State of Oregon CAX – Residential Plans Examiner State of Oregon CAS – Residential Structural Inspector State of Oregon SIA – Structural Inspector
Doug Armstrong, CAPM Staff Augmentation Coordinator	10	Certified Associate in Project Management [CAPM]
PLAN REVIEW		
Structural		
Jan Bear, SE, CBO Sr. Plan Review Engineer	30	Registered Structural Engineer – California Registered Civil Engineer – California ICC Certified Building Official ICC Plans Examiner Certification ICC Building Inspector Certification
Karin Kuffel, SE Sr. Plan Review Engineer	25	Registered Structural Engineer – California
Tom Hemenway, SE Sr. Plan Review Engineer	30	Registered Structural Engineer – California Registered Civil Engineer – California
Bill Vaughn, SE Sr. Plan Review Engineer	30	Registered Structural Engineer – California Registered Civil Engineer – California
Deborah Sandercock, SE, CASp Sr. Plan Review Engineer	25	Structural Engineer – California Professional Engineer – California DSA Certified Access Specialist
Mike Kaszpurenko, SE Sr. Plan Review Engineer	30	Registered Structural Engineer – California Registered Civil Engineer – California

ORGANIZATIONAL STRUCTURE AND RESUMES

<u>Life Safety and Fire</u>		
Dan McLaughlin, PE, CASp Sr. Plan Review Engineer	10	Registered Civil Engineer – California ICC Certified Building Plans Examiner DSA Certified CASp
Jeff Brooks, CASp Sr. Plans Examiner	25	Certified Access Specialist (CASp) ICC Commercial Building Inspector ICC Commercial Electrical Inspector
Jim Begley, CFM, FPE, LEED AP Fire Protection Engineer	25	Licensed Fire Protection Engineer – California, Nevada, Arizona, and 15 additional states LEED Accredited Professional ICC Certified Fire Marshal ICC Certified Fire Plans Examiner ICC Certified Fire Inspector
<u>Electrical</u>		
Steven Block, EE Sr. Plan Review Engineer	30	Registered Electrical Engineer – California, Nevada, Arizona, Hawaii
James Johnson, EE, QCxP Sr. Plan Review Engineer	30	Registered Electrical Engineer – Hawaii ICC Certified Electrical Plans Examiner Qualified Commissioning Services Provider (QCxP) Construction Quality Control Reviewer (CQCR)
<u>Mechanical/Plumbing</u>		
Aaron Collins, ME, QCxP Sr. Plan Review Engineer	10	Registered Mechanical Engineer – California, Texas Qualified Commissioning Services Provider (QCxP)
Peter Kogan, ME, LEED AP Sr. Plan Review Engineer	30	Registered Professional Mechanical Engineer – California, Hawaii, Nevada, Texas, Colorado, Arizona Certified Energy Manager (CEM), State of California LEED Accredited Professional
<u>Civil, LID, Geotechnical</u>		
Michael Osborn, PE, LEED AP Senior Engineer	20	Registered Civil Engineer LEED Accredited Professional
INSPECTION/PERMIT TECHNICIAN		
Reggie Meigs, CBO Building Official / Supervising Building Inspector	30	ICC Certified Building Inspector ICC Certified Building Official
Monty Straub Sr. Combination Building Inspector	25	ICC Certified Building Inspector ICC Certified Mechanical Inspector ICC Certified Plumbing Inspector ICC Certified Electrical Inspector ICC Certified Combination Inspector
Jacqui O'Keefe Senior Permit Technician	10	ICC Certified Permit Technician

Paul Armstrong, PE, CBO | Project Manager

Education

B.S. Civil Engineering California State University, Long Beach

Advanced Study, Fire Protection Engineering, Cal-Poly San Luis Obispo

Registration | Certification

Registered Professional Engineer, CA (#45464)

ICC Certified Building Official

Awards

CALBO Instructor of the Year, 2010

CALBO Course Developer Merit Award, 2014

Committees

International Association of Building Officials Board, 2018

ICC Code Correlation Committee, 2018

Orange Empire Chapter of ICC, Vice President

ICC Residential Energy Code Development Committee, Chair 2013

ICC Building Official Membership Council, Governing Committee, 2011

CALBO State Code Committee, 2011, 2012(Chair), and 2013

CALBO Building/Fire Advisory Committee, 2011

LA Basin Chapter and Orange Empire Chapter Code Committee, Chair 2011, 2012 (Chair) and 2013 (Chair)

Secretariat to the International Residential Code for One- and Two-Family Dwellings (1997-2000)

(Ctd. on next page)

Paul Armstrong is a Registered Professional Engineer with over 30 years of engineering experience. His vast experience in all manner of construction, be it industrial, commercial, and residential project types, provides our clients with a strong skill set and wealth of industry knowledge. In addition to Paul's engineering experience, he is also a Certified Building Official, serving in this capacity at the City of Signal Hill, as well as the Cities of El Monte, Laguna Hills, and Palos Verdes.

A noted author and lecturer in the building life safety industry, Mr. Armstrong has earned many awards, including CALBO Instructor of the Year.

Select Project Experience

- **San Bernardino (SBD) International Airport Terminal, San Bernardino, CA** – Code consultation for the conversion of the Norton Airforce Base terminal after the transfer of authority to the City of San Bernardino.
- **SoFi Stadium, Inglewood, CA** – The plan review of the newest SoFi NFL Stadium project in So CA. The stadium itself is covered by a large steel tube framed roof structure that is not connected to the stadium.
- **ARTIC (Anaheim Regional Transportation Intermodal Center), Anaheim, CA** – Plan review of the fire and life safety regulations for this new transportation center. The building is a steel tube framework with a 2-story administration area with a mezzanine inside. This review included a pedestrian bridge leading to the train platforms.
- **Disneyland Star Wars Expansion, Anaheim, CA** – A very popular area of the Disney resort that is open now.
- **Apple Campus Theater, Cupertino, CA** – The plan review of the Apple Campus' Theater where new products would be announced, and corporate meetings held. Mostly subterranean structure that has a glass entry lobby supporting a carbon fiber roof (disk).
- **Anaheim Convention Center Expansion, Anaheim, CA** – A very large expansion of the convention center meeting space with an associated parking garage addition.
- **Rio Tinto Soccer Stadium, Sandy City, Utah** – The plan review of the Salt Lake area's professional soccer stadium. It included a roof canopy structure with a wave feature in the leading edge.
- **Building Official Roles:**
 - Signal Hill
 - Palos Verdes Estates
 - Laguna Hills
 - Whittier (interim position)
 - El Monte

Regional Director, Building & Safety Services, TRB + Associates

2019 – Present

Responsible for new business development for building life safety services for various jurisdictions throughout California. Provide client relations and code assistance. Perform training lectures on building and residential codes. Participate on various local, state-wide and national committees. Building Official of the City of Signal Hill.

Group Leader, Building and Safety Services, Industry Consultant

2017 – 2019

Responsible for the development of new business for inspection services and plan review services for various jurisdictions across the United States. Provide client care and assistance on code related issues. Give training lectures on the building and residential codes. Participate on various local, state-wide, and national committees. Building Official of the City of Palos Verdes Estates and Laguna Hills.

<u>Committees (Ctd.)</u>	
Author, 2013 and 2016 Significant Changes to the CBC and CRC	
UL Fuel Gas Products Council (2002)	
BCMC (BDMC) staff liaison (1993-2002)	
Co-secretariat to the ICC Performance Based Building Code	
Secretariat to the International Zoning Code (1996-2000)	
Secretariat to the General Design, Administrative, Lateral Design, Fire and Life Safety and Fire Risk Code Committees of ICBO (1992-1996)	
Staff secretariat responsible for the rewrite of the Means of Egress Chapter in the 1994 UBC	
NIBS HHS Code Comparison Committee (1994)	
FEMA Building Performance Review Team member (1993)	
NIBS Flood Standards Comparison Committee (1992)	
Coordinator, Pacific Rim Conference on Performance Based Codes	
Various ASCE standards committees	
SEAOC Code Committee liaison	
ASME A17.1 Code Coordinating Committee	
ANSI Construction Standards Board	

Vice President, Various Industry Consultant Firms	2005 – 2017
Responsible for the development of new business for inspection services and plan review services for various jurisdictions across the United States. Provide client care and assistance on code related issues. Give training lectures on the building and residential codes. Participate on various local, state-wide, and national committees. Participate on various local, state-wide, and national committees. Promotion and sales of the Firms' in-house electronic plan review system. Building Official of the City of Signal Hill. Contract Plan Review Engineer for the City of Anaheim	
Chief Building Official, City of El Monte, Industry Consultant	2011 – 2012
Responsible for the City of El Monte Building Division. Review plans for the City and issues permits. Conduct investigations of non-complying facilities frequently in conjunction with the Planning Division, Code Enforcement Division and LA County Fire Department. Develop presentations for City Council on adoption of new codes, etc.	
Vice President, ICC	1991 – 2005
Led the ICC Architectural and Engineering Services Department, responsible for technical opinions, plan review and the administration of technical contracts during the consolidation into the International Code Council. Managed ICBO Technical Services Department which was responsible for the maintenance of the code development process, plan review service and code opinion service for both external and internal customers. Represented the Council to many national, state and local organizations. Responsible for the technical image of the conference. Provided technical assistance on code related issues to both jurisdictional and professional members and non-members. Provided research on many code-related issues. Secretariat to most ICBO code development committees and the initial drafting secretariat to the ICC International Residential Code.	
City of Los Angeles, Dept. of Building and Safety	1988 – 1991
Structural Engineering Associate	
Responsible for the structural, architectural and zoning review of proposed projects in the city. Chief of Coordinating Division and Preservation Coordinator. Evaluation of building products for LA code compliance.	
Teaching Experience	
<u>International Code Council (ICC)</u>	
Lecturer – Non-structural Fundamentals of the 2009 IBC (domestically and internationally)	
Lecturer – Non-structural Fundamentals of the 2012 IBC	
Lecturer – ICC Code Development Process	
<u>California Building Officials</u>	
Lecturer – Significant Changes to the 2013 CBC and CRC for CALBO, and ICC	
Lecturer – 2016 Introduction to the CBC Means of Egress	
Lecturer – Updates to the 2010, 2013 and 2016 California Residential Code	
Lecturer – Updates to the 2010, 2013, and 2016 California Building Code	
Advanced Building Code Enterprises - Developed and presented coursework	
Lecturer – Accessibility topics	
Lecturer – Updates to the 2006 International Residential Code and 2007 California Building Code	
<u>Publications and Papers</u>	
ICC Significant Changes to the 2019 CBC/Significant Changes to the 2019 CRC	
ICC Significant Changes to the 2016 CBC/Significant Changes to the 2016 CRC	
ICC Significant Changes to the 2013 CBC/Significant Changes to the 2013 CRC	
ICC Dwelling Construction under the 2007 CBC - Technical Editor	
1997 Uniform Codes and UBC Handbook - Staff Technical Editor	

Todd Bailey, PE, LEED AP, CASp, MBA | Principal-In-Charge

Education

Master of Business
Administration
Walter Haas School of Business
University of California
Berkeley

Bachelor of Science
Civil Engineering
Cum laude
University of California Davis

Registration | Certifications

Registered Civil Engineer
California (#C-56425) Hawaii
(#11647)

ICC Certified Building Plans
Examiner

ICC Certified Commercial
Building Inspector

ICC Certified Commercial
Electrical Inspector

ICC Certified Commercial
Plumbing Inspector

ICC Certified Commercial
Mechanical Inspector

LEED Accredited Professional

Certified Accessibility Specialist
(CASp-229)

SAP / ATC 20 Certified

DSA-Approved Fire Life Safety
Plan Reviewer

Professional Affiliations

ICC East Bay Chapter
Past President (2009)

International Code Council

Other

Delegate Chief Building Official
for the California Energy
Commission – Power Plant
Facilities

Todd Bailey is a registered professional engineer with over twenty-five years of experience in the Architecture / Engineering /Construction industry encompassing project management, plan review, engineering design, structural and architectural building code interpretation, permit center administration, and litigation support. He has extensive experience working with architects, engineers, contractors, building departments and other regulatory authorities to ensure compliance to adopted Building Code Standards and local ordinances.

Todd has provided plan review services to over 75 jurisdictions as a consultant and spent three years with the City of Concord performing architectural, structural, energy conservation and disabled access reviews for both residential and commercial structures. Todd is also approved as a Delegate Chief Building Official for the California Energy Commission responsible for verifying new power project conformance to engineering construction codes on behalf of the Commission.

Select Project Experience

Building Safety Plan Review

- Latitude Business Park (\$75 million), Corona, CA
- Inland Empire Energy Center Project (600 MW), Menifee, CA
- Mountain View Power Project (1,056 MW), Redlands, CA
- Sacramento Convention Center Project, Sacramento, CA
- Santa Clara Square Apartments and Parking Structures, Santa Clara, CA
- NASA Moffett Federal Airfield, Historic Building Project, Mountain View, CA
- War Memorial Community Center, Daly City, CA
- Concrete Tilt-Up Shell Building (60,000 sf), Concord, CA
- Marin Health Campus - Buildings A-E, County of Marin, CA
- New Medical Research Facility (44,000 sf.), Walnut Creek, CA
- Major Office Remodel (Three 40,000 s.f. buildings), Pleasant Hill, CA
- Rivertown Apartments, Petaluma, CA
- Spanos Park West Apartment Complex, Stockton, CA

Project Management / Administration

Have served as Delegate Chief Building Official / Engineering Manager for the California Energy Commission on thirteen natural-gas fired power projects and one wind power generation facility in California having a combined valuation of over \$3 billion. Responsible for oversight of plan review tasks and coordination of submittals numbering up into the thousands on these design-build projects.

- Inland Empire Energy Center Project (600 MW), Menifee, CA
- Mountain View Power Project (1,056 MW), Redlands, CA
- Palomar Energy Center Project (546 MW), Escondido, CA
- Walnut Creek Energy Park (300 MW), City of Industry, CA

Work Experience

TRB + Associates Inc., Principal	2006 – Present
Bureau Veritas, Building & Facilities Code Compliance Services	2001 – 2006
Deloitte & Touche LLP, Construction Consulting Services	1999 – 2001
City of Concord, California – Permit Center	1996 – 1999
Luhdorff & Scalmanini Consulting Engineers	1993 – 1996
Tosco Refining Company	1991 & 1992

Bing Young, Architect | Plan Review Manager / Senior Plan Review Architect

Education

Bachelor's in Architecture,
California Polytechnic State
University
San Luis Obispo, CA

Registration

Registered Architect, California

Professional Affiliations

National Council of
Architectural Registration
Boards Certified

ICC Member

Bing Young is a registered Architect with plan review experience on both residential and commercial projects. He provides comprehensive life safety, accessibility, energy, and mechanical/electrical/plumbing reviews on a variety of residential and commercial project types. Bing possesses over 25 years of professional experience which includes roles in production, project management, construction management, energy, and accessibility analysis.

Work Experience

Sr. Plan Review Architect, TRB + Associates, Inc.

2018 – Present

- Review drawings and calculations for code compliance on behalf of client agencies
- Projects include residential subdivisions, custom homes, additions, remodels, new commercial buildings, and tenant improvements

Project Architect, PSM Architects, Inc.

2008 – 2018

- Prepared and managed the development of comprehensive construction documents for new commercial buildings, tenant improvements, and additions
- Oversaw and directed production staff
- Performed quality control review of building permit submittal documents
- Facilitated client and permit processing meetings
- Collaborated with engineers, ancillary designers, and vendors
- Prepared and reviewed project specifications
- Reviewed shop drawings and submittals for compliance with specifications and design intent
- Performed accessibility evaluation of existing sites and buildings
- Prepared detailed accessibility reports for building and business owners
- Facilitated pre-construction and post-construction on-site meetings with construction project managers and general contractors
- Performed construction administration and project closeout duties

Staff Architect, Hollman Bologna Architecture & Planning, Inc.

1996 – 2008

- Prepared schematic design and construction documents for single-family and multi-family residential remodels, additions, and new buildings
- Performed residential building reconnaissance for additions and remodel projects
- Prepared design review documents for planning approvals
- Facilitated building permit processing
- Prepared and reviewed Title 24 Energy Efficiency Compliance documents

Certified Energy Plans Examiner, BETA, Inc.

1993 – 1999

- Reviewed and approved Title 24 Energy Efficiency Compliance documents for residential and non-residential buildings for local jurisdictions

Dominic Ma, SE, PE, MPA | Quality Control Principal

Education

Master of Science Structural Engineering UCLA, Los Angeles, CA

Master of Public Administration, California State University, East Bay Hayward, CA

B.S. Civil Engineering University of California, Berkeley, CA

Registration | Certifications

Registered Structural Engineer California (#1920)

Registered Civil Engineer California (#20018)

ICC Certified Plans Examiner

Certified Energy Plans Examiner Residential (#R05-94-5121) - Inactive

Certified Energy Plans Examiner Non-Residential (#NR05-94-5576) - Inactive

Dominic has more than 30 years of experience in reviewing building plans and specifications submitted for building permit applications to assure compliance with adopted building codes and reference standards. Dominic’s experience includes working for more than 27 years as a plan check engineer for the City of San Leandro and 6 years as a supervising civil engineer for the City of Oakland, where he led the City’s plan review division.

Dominic has considerable knowledge of civil engineering and structural engineering principles and practices, California Building Code and Title 24 provisions. His strengths include having the ability to review, analyze and evaluate plans, specifications, engineering reports and calculations; possessing knowledge to identify code deficiencies; and evaluating alternate methods and materials of construction. Dominic is adept at reviewing plans for adherence to the California Building Code, ASCE 7-05/10, and when applicable FEMA, ASCE 41, NEHRP provisions.

Select Project Experience

Building Safety Plan Review

Plan Review projects supervised in the City of Oakland

- 2121 Harrison Street. The Cathedral of Christ the Light (also called the Oakland Cathedral). A new modern Roman Catholic Cathedral with glass walls 120 ft. high. The \$190 million, 224,000 square feet structure sits on 36 innovative “friction pendulum double-concave bearing isolators,” consisting of two facing concave surfaces.
- 2100 Franklin Street. The \$45 million, 245,000 s.f. project is 9 stories high and built with steel frames. To compensate for its slightly smaller than code required width, the interior atrium is equipped with smoke control system to provide fire protection for its occupants. Evaluated the alternate materials methods request associated with this design element.
- 100 Grand Avenue. 22 Story Condominium Building budgeted at \$150 million.
- Oakland Airport (Expansion and interior remodeling). A \$350 million Terminal Improvement Program.

Plan Review projects performed

- Bayfair Mall (Tenant improvements), San Leandro
- Century 21 Theatre, San Leandro
- San Leandro Dialysis Clinic
- San Leandro Honda
- San Leandro Hospital (New doctors’ office building)
- Carlton Plaza of San Leandro (Assisted living facility)
- Costco Building Addition, City of Concord
- New Gas Compressor Building, Butte County
- AT&T Rooftop solar Panel Installation, City of San Ramon
- Tilt-up Warehouse Buildings (2), City of Sacramento
- Historic Building Seismic Retrofit, City of Benicia
- Cancer Treatment Facility, City of Pleasant Hill

Work Experience

TRB + Associates, Inc., Senior Plan Review Engineer	2007 – Present
City of Oakland, Supervising Civil Engineer (Building Division)	2000 – 2006
City of San Leandro, Plan Check Engineer	1973 – 2000

Christopher Rose | Jurisdictional Services Manager

Certifications/Licenses

ICC Certified

- California Commercial Building Inspector
- Commercial Building Inspector
- Residential Building Inspector
- California Residential Building Inspector
- Residential Plans Examiner
- Building Inspector
- Permit Technician
- State of Oregon OIC-OR State Inspector Certification
- State of Oregon CAX – Residential Plans Examiner
- State of Oregon CAS – Residential Structural Inspector
- State of Oregon SIA – Structural Inspector
- International Code Council Member since 2006.
- International Association of Plumbing and Mechanical Officials Member
- Napa Solano and Southern Oregon Chapter of the International Code Council Member.
- Licensed California General Contractor. (Inactive)

Education

- Allied American University, Laguna Hills CA. (Associates Degree in General Studies)
- ITT Technical Institute, San Bernardino CA. (Construction Management focus)
- Victor Valley College, Victorville CA. (Construction Technology focus)
- Marine Corps Institute, United States. (Construction, Engineering and General Studies)

(Ctd. on next page)

Chris possesses over 20 years of experience in the building and construction inspection field working with public agencies in Northern and Southern California. His experience includes project management and inspection responsibilities on commercial, residential, non-residential, multifamily, municipal, and public structures. He is skilled as an Assistant Building Official, Assistant to the City Engineer and Acting Building Official. In these capacities, he has managed, supervised, and coordinated the work of staff engaged in plan review, front counter support services including the permit application, coordination and issuance processes. In addition, his expertise encompasses plan review of residential and commercial projects in both building and public works disciplines. He also delivers experience in conditioning of projects and coordinating preliminary site plan reviews for perspective developers.

In these functions, Chris was responsible for quality control and safety to ensure building compliance with local ordinances. Chris is organized, and has positive working relationships with clients, management, as well as his peers; maintains high levels of productivity, reliability with excellent work ethic to deliver high quality customer service.

Work Experience

Jurisdictional Services Manager | Grading Plans Examiner, TRB and Associates 2022 – Present

- Performs and supervises residential, commercial, grading and industrial inspections.
- Project Manager and IOR for major projects and jurisdictions on an as needed basis.
- Plan Review of commercial, residential, grading, drainage, and industrial projects.
- Communicates compliance elements with clients with solution driven resolve.

Operations Manager for the Sonoma Resiliency Permit Center

2019 – 2022

Private Consultant, Sonoma, CA

- Supervised and coordinated the work of staff engaged in plan review, front counter operations for the Fire Recovery efforts in Sonoma County.
- Plan review and back up building inspections.
- Grading plan reviews and pre-con meetings.
- Received and resolved customer concerns.

Project Manager, Plans Examiner, Building Inspector and Construction Inspector 2014 - 2019

Private Consultant, Sacramento, CA

- Provided project management, compliance, plan review, inspections, document control and administration for power producing industrial infrastructure projects throughout the state for the California Energy Commission.
- Review plans for building, fire, engineering, civil and planning departments.
- Deputy Building Official for the California Energy Commission on multiple power plant projects.
- Plan, organize, assign, supervise and coordinate the work of staff engaged in plan review, front counter work to include the permit application process, plan review and inspections.
- Provide interim building official to multiple jurisdictions in addition to Public Works support.
- Lead document controller for the Apple Campus II (world headquarters in Cupertino).

Plans and Permit Supervisor

2013 - 2014

County of Napa, Napa, CA

- Plan, organize, assign, supervise, and coordinate the work of staff engaged in plan review, front counter work to include the permit application process.
- Review of application packages prior to issuance, and to receive and resolve customer complaints.

- ICC Code Official Institute, Phoenix AZ. (CBO Training, Legal, Budgeting, Management and Ethics)
- ICC 2018 Code Essentials, online. (Building, Mechanical, Electrical, Plumbing, Administration)
- ICC 2015 Code Essentials, online. (Code administration, Enforcement, and Building Planning – in process)
- County of Napa Supervisors Training, Napa CA. (Management and Leadership)
- BASMAA C3/LID Stormwater Treatment workshops.
- ICC Grading for Building Inspectors Course.

Military Experience

- MARINE CORPS Combat Engineer. 1995 – 2000
- ARMY National Guard Armament Repairer. 2005 – 2015

Senior Engineering Technician, Plans Examiner, and Inspector

2006 - 2013

City of Hesperia, Hesperia, CA

- Review plans for building, fire, civil engineering, and planning departments.
- Perform inspections to verify compliance to state and local codes.
- Assist the City Manager in re-designing the scheduling and processing of permitting and plan review.

General Contractor

2000 - 2008

Great American Construction Co, Inc. Apple Valley, CA

- Designed and built many residential and commercial projects while directing the permit coordination.
- Grading operations, rough and precise.
- Supervised five full-time employees, the office and all of the sub-contractors.
- Quality control inspections, code compliance and technical plan review.
- Prepared construction plans and documents.

Delegate Chief Building Official (DCBO), Private Consultant, Various Locations

2014 - 2019

Served in function on the following power generation projects:

- Carlsbad Energy Center Project (CECP) – Above ground storage tank decommissioning.
- Blythe Solar Power Project Units 1 & 2 (BSPP) – New 235 MW photovoltaic facility.
- Pio Pico Energy Center (PPEC) – Three Units, 300 MW gas fired turbine simple cycle facility.
- Carlsbad Energy Center Project (CECP) – Five Units, 632 MW gas fired turbine simple cycle facility.
- Orange Grove Energy Center (OGEC) – Two Units, reliability and AGP upgrade project.
- Geysers Unit 16 (Quicksilver) – Tower wet down system and diesel fire pump project.
- Geysers Unit 18 (Socrates) – Tower wet down system and diesel fire pump project.
- Geysers Unit 20 (Grant) – Tower wet down system and diesel fire pump project.
- Geysers Unit 17 (Sonoma) – Low pressure steam bypass project.
- Geysers Unit 02 (NCPA) – Mixing tower project.
- Roseville Energy Park (REP) – Catwalk extension project.
- Colusa Generating Station (CGS) – Rotating intake screen project.
- Los Madanos Energy Center (LMEC) – Cooling tower chemical tanks project.
- Colusa Generating Station (CGS) – Stairway to condensate pumps project.
- Calpine Otay Mesa (OMEC) – Low pressure steam bypass project.
- Colusa Generation Station (CGS) – New circulation system and raw water pumps project.
- Cosumnes Power Plant (SMUD) – Unit 3 AGP upgrade project.
- Ivanpah Solar (ISEGS) – Ammonia tank replacement project.
- Colusa Generating Station (CGS) – Bearing enclosure fire sprinkler project.
- Humboldt Bay Generating Station (HBGS) - New guard shack project.
- Cosumnes Power Plant (SMUD) – Unit 2 AGP upgrade and filter press project.
- Abengoa Mojave Solar (AMS) – Fire suppression line repair project for Alpha and Beta blocks.
- Gilroy Energy Center (GEC) – Gas line repair and replacement project.

Doug Armstrong, CAPM | Staff Augmentation Coordinator

Education

Bachelor of Science, Business Management and Finance, Minor, Bible, The Master's College

Related Coursework: Management, Marketing, Finance, Business & Spoken Communication, Human Resource Management

Certifications

Certified Associate in Project Management [CAPM] | 2637229

Doug Armstrong possesses 10 years of experience in marketing, project management, administrative, and human resources roles. Doug's recent experience as a Senior Marketing Associate required him to create proposals in response to Request for Proposals from jurisdictions around Southern California for multiple service lines including Building Public Works, Fire, Planning, Environmental and Code Enforcement services. As a collaborative leader, Doug provided exceptional leadership skills in communicating with Building Officials, management, and other staff members throughout the Professional Service Agreement process. He has positive working relationships with clients, management, as well as his peers and maintains high levels of productivity, reliability with excellent work ethic to deliver high quality customer service.

Work Experience

Client Relations | Operations/Staff Coordinator, TRB and Associates

2022 – Present

- Responsible for all marketing-related functions; including strategic planning, client development and public relations.

Senior Marketing Associate, Private Consultant

2012 – 2022

- Marketing:** Created proposals in response to Request for Proposals from jurisdictions around Southern California for multiple service lines (including Building, Public Works, Fire, Planning, Environmental, and Code Enforcement Services); attend conferences, golf tournaments, and job fairs representing consultant; assisted with and participated in interviews; communicated with Building Officials, management, and other staff members throughout the Professional Service Agreement process; interfaced with Clients.
- Project Management:** Provided Document Control for consultant's role in the Inglewood Basketball Entertainment Center (IBEC) and the SoFi Stadium & YouTube Theater in Inglewood, CA; assisted the Consultant's project manager for the City of Vallejo's Navigation Center project setting up meetings, communicated with City staff and the design team, and coordinated specific design requests and the permit application.
- Administration:** Assisted the front office staff in daily administration activities and answered any questions consultant's DRT staff had; interfaced with Clients; responsible for basic IT in the Southern California office; assisted management in communicating with off-site staff; provided any other duties management requested to help ensure the productivity of the Southern California office.
- Previous roles at Consultant:** As the Senior Development Review Technician, led the front office staff in daily activities including logging in and out plans, answering phones, speaking with applicants, coordinating plan check with professional staff and management; worked with corporate office to improve Southern California DRT processes; supervise DRT and scanning staff; review and approve timecards; interface with Clients; responsible for Human Resources and basic IT in the Southern California office; assist management in communicating with off-site staff; supervised up to twenty-five (25) off-site staff members; manage the fleet of company cars in Southern California region; manages office supplies; provide any other duties management request to help ensure the productivity of the Southern California office.

Administrator, Stewardship Services Foundation

2012

- Worked the copier and printer for all tax return forms; memorized each state's requirements for number of copies and forms for all returns.

Jan Bear, SE, CBO | Senior Plan Review Engineer

Education

Bachelor of Science Degree,
Civil Engineering,
California Polytechnic
University at Pomona,
Pomona, California

Licenses | Certifications

California Structural Engineer,
SE 3333

California Civil Engineer,
CE 39402

ICC Certified:

Certified Building Official
1064139-CB
Plans Examiner Certification
1064139-60
Building Inspector Certification
1064139-10

Professional Affiliations

International Code Council,
(ICC)

Los Angeles Basin Chapter of
ICC,
o Chapter President 2005
o Chapter Vice-Pres. 2004
o Chapter Secretary, 1993

California Building Officials,
CALBO

American Society of Civil
Engineers, ASCE

Jan possesses 30 years of experience with municipal jurisdictions, including 20 years with management administrative duties. He has overseen the provision of plan review, inspection, permitting, records processing, and code compliance services in the building industry. His extensive technical experience spans in structures and building code provisions for everything from residential additions, complex multi-use buildings and developments including high-rise structures.

As a collaborative leader, Jan provides exceptional leadership skills. He has served as the Chief Building Official for the City of Glendale for over 20 years supervising plan checking operations, building inspections and permit processing. Jan has managed the Appeals Boards of large jurisdictions. He directed the adoption of building codes and fee ordinances.

Jan is also ICC certified in multiple areas including as a Building Official, Building Plans Examiner, Building Inspector.

Work Experience

Lead/ Senior Plan Review Engineer, TRB + Associates

2020 – Present

- Contract Plan Review Engineer for major projects and jurisdictions on an as needed basis.
- Performs and supervises both residential, commercial, and industrial inspections of work in progress from start to finish projects.
- Communicates compliance elements with clients with solution driven resolve.

Chief Building Official, City of Glendale, CA

2000 – 2020

Plan Review Engineer, City of Santa Clarita, CA

1993 – 2000

Plan Review Engineer, City of Beverly Hills, CA

1990 – 1993

Plan Review Engineer, City of Los Angeles, CA

1982 – 1990

Daniel McLaughlin, PE, CASp | Senior Plan Review Engineer

Dan McLaughlin is a registered Civil Engineer and ICC Certified Plans Examiner with plan review experience on numerous residential and commercial projects. He has provided structural, life safety, and mechanical/electrical/plumbing, and energy reviews on a variety of residential and commercial project types. Project types include complex single-family homes, small to mid-sized retail shell buildings, office and mercantile tenant improvements, and large mixed-use projects. Dan possesses strong structural analysis skills and has an excellent working knowledge of ADAPT, RAM, SAP2000, AutoCAD, Revit, and MathCAD structural engineering software packages.

Work Experience

Senior Plan Review Engineer, TRB + Associates, Inc.

2014 - Present

- Dan specializes in plan review coordination with extensive experience on both complex commercial and residential projects. Dan has served in project management leadership roles across many large-scale projects including Phase 1 of the \$9 billion RELATED Santa Clara project, and the \$1.5 billion UC DAVIS HEALTH Sacramento Campus, Aggie Square project.
- Recently participated in review of 4 story 135,000 sf wood apartment building over 2 story PT parking garage
- Participated in review of a 6 story 133,000 sf steel buckling restraint braced frame office building
- Review a variety of wood, concrete, and steel building types
- Communicate with project engineers and architects on a regular basis

Engineering Assistant, Contra Costa County Sanitary District

2011 - 2014

- Performed submittal check to ensure use of proper materials and equipment
- Created site maps to discover location of overflows in the event of clogs in the systems
- Performed sewer line inspections to ensure proper installation by contractor
- Supervised bore sight to allow continual work when lead engineer not on site

Engineering Internship, City of Pleasant Hill, Engineering Division

2007

- Performed quality control of storm drainage system project
- Supervised ADA sidewalk installation to ensure proper installation by contractor
- Developed PowerPoint Presentation of the City department functions for the City Engineer

Residential Construction, McLaughlin Construction

2011, 2013

- Extensive knowledge in residential wood construction. Restored Victorian home including repair and seismic retrofit of foundation, re-leveled house and conducted full replacement of electrical, plumbing and sewer line. Completed unfinished basement including framing, insulation, electrical, sheetrock and finish work

Collection System Operation Laborer, Contra Costa County Sanitary District

2009, 2010

- Performed assigned duties on the hydro, rodding, construction, and utilities location crews

Education

Masters in Structural Engineering
Lehigh University
Bethlehem, PA

B.S Civil Engineering
Lehigh University
Bethlehem, PA

Registration

Registered Civil Engineer,
California

ICC Certified Plans Examiner

DSA Certified CASp

Professional Affiliations

American Institute of Steel Construction

Karin Kuffel, SE, PE | Senior Plan Review Engineer

Education

Bachelor of Science
Civil Engineering
Purdue University; West
Lafayette, Indiana

Master of Business
Administration
Saint Mary's College of
California; Moraga, California

Registration

Registered Structural Engineer
California

Karin has over 30 years of structural engineering experience. Ms. Kuffel has vast structural design experience in both complex commercial and residential projects. She has managed many large-scale projects; including hospitals, OSHPD and the Chabot Space and Science Center. Her experience includes staff training, building design, and design review, as well as construction supervision and development of design and construction guidelines for new single-family residences.

Work Experience

Plan Review Engineer, TRB + Associates, San Ramon, CA

2016 – Present

Provide structural plan check reviews of large commercial and institutional structures for multiple Bay Area building departments.

Build Change; Philippines

2014 – 2016

Lead Engineer - Philippines. Responsible for all technical work and staff of Denver-based engineering non-profit's programs and operations throughout the Philippines, including management of Filipino engineering/technical staff comprised of engineers and builder trainers. Supervised training of local staff, building design, design review, construction supervision, and development of design and construction guidelines and recommendations for single-family homes and schools based on the National Structural Code of the Philippines.

Crosby Group; San Mateo, CA

2011 – 2014

Senior Structural Engineer/Project Manager. Project management on multiple design-build projects, working with design team and contractor on fast-track work both in- and out-of-state. Responsible for managing project team from design through construction, developing and tracking fees, deadlines, and deliverables.

Independent Consultant

2009 – 2011

Structural engineering consultant in San Francisco Bay Area. Consultant for small commercial and residential work. Extended contract work for Rutherford & Chekene included multiple hospital projects covering new hospital facility design, OSHPD plan-check work, and construction administration assistance.

Biggs Cardosa Associates, Inc., SF, CA

2006 – 2009

Senior Engineer. Project management with responsibility for developing work, managing project production work, and overseeing construction administration. Representative projects include oversight for design of 8-story residential and parking structure for Santana Row Parcel 8b (San Jose, California) and the Lowe's parking structure in San Francisco.

KPFF Consulting Engineers; SF, CA

2004 – 2006

Project Manager. Responsible for developing work and fee proposals, managing project engineering, and drafting work, and overseeing construction administration. Project management included design of 5-story addition to Kaiser Santa Rosa Hospital, construction administration for 7-story addition to Modesto Memorial Hospital, and design and construction of low-income housing for South County Housing.

Independent Consultant

2001 – 2004

Structural engineering consultant in San Francisco Bay Area. Consulting clients included Chabot Space and Science Center, SOHA Engineers, and Gerson/Overstreet Architects.

Thomas Hemenway, SE, PE | Senior Plan Review Engineer

Education

B.S. Civil Engineering
Technology, Structural
Emphasis
Metropolitan State College,
Denver

Registration

Registered Structural Engineer
California (#5348)

Registered Civil Engineer
California (#52357)

Professional Affiliations

SEAONC Member

Tom Hemenway is a Registered Structural Engineer with over 30 years of engineering experience. Tom's experience includes providing structural, civil, and architectural design and quality control on a variety of industrial, commercial, and residential project types including multifamily podium projects, utility-scale power plant facilities, and retail buildings. He has served in design and analysis capacities for a number of seismic strengthening projects involving timber, steel, concrete, and masonry buildings in the greater San Francisco Bay area. His technical skills include 3D modeling and dynamic analysis for large foundations and structures.

Select Project Experience

- Lead Civil/Structural Engineer on multiple projects including the following:
 - NUMMI, Stamping Plant and Plastics Plant Expansion, Fremont
 - Vandenberg AFB housing development phases III and IV
 - 140 Geary Street seismic retrofit, San Francisco, CA
 - Amgen, Process Lab Building 99, Thousand Oaks, CA.
 - Huntington Hotel, San Francisco, CA
 - Wells Fargo Bank, Fremont Data Center, Fremont, CA.
- Responsible for Civil, Structural, and Architectural designs for industrial projects domestic and international.
- Responsible for structural analysis and design of seismic strengthening to existing timber, steel, concrete, and masonry buildings in the greater San Francisco Bay area.
- Responsible for 3D model constructability review for a new GE 7FA natural gas-fired and GE A10 steam turbine, 1x1 combined cycle electric power generating facility.
- Responsible for ensuring quality of Civil, Structural, and Architectural construction activities for 600-megawatt natural gas-fired, combined cycle electric power generating facility.
- Performed dynamic structural analysis and concrete design for new steam turbine foundation.
- Designed concrete and steel structures for Kennecott Copper Smelter Modernization Project, Salt Lake City, UT using STAAD III and Microstation for PC computer.
- Designed steel pile and conventional concrete pad foundations for overland conveyor at Falkirk Mine in Underwood, North Dakota.

Work Experience

TRB + Associates, Inc., Senior Plan Review Engineer	2016 – Present
Owner, TjHemenway Design Consultant	2014 – 2016
Construction and Engineering Interface Manager, Kvaerner North American Construction Inc. and Parson Brinkerhoff JV	2013
Owners Representative, Calpine, Russell City Energy Center	2011 – 2012
Lead Structural Engineer, Aker Kvaerner	2002 – 2003
Resident Engineer, Kvaerner	2000 – 2002
Civil/Structural Discipline Manager, Kvaerner Metals	1998 – 2000
Senior Structural Engineer, Kvaerner Metals	1997
Civil/Structural Lead Engineer, The Bentley Company	1995 – 1996
Others	1981 – 1994

William Vaughn, SE, PE | Senior Plan Review Engineer

Education

Bachelor of Science,
Structural Engineering,
Masters-level Course Work in
Structural Engineering,
Portland State University,
Portland, Oregon

Bachelor of Arts, Economics,
Course Work in Business
Administration and Industrial
Engineering, State University of
New York, Buffalo, New York

Registration

Registered Structural Engineer,
California

Registered Civil Engineer
California

Professional Affiliations

Structural Engineers
Association of Northern
California (SEAONC)

Structural Engineers
Association of California
(SEAOC)

International Code Council
(ICC)

East Bay Chapter of ICC

William Vaughn is a Registered Structural and Civil Engineer with over 35 years of experience in construction, structural engineering design, seismic investigation and structural peer and plan review. Bill has extensive knowledge in commercial and residential buildings as well as industrial facilities using steel, concrete, masonry and timber design. He also has a wide range of construction field experience including supervision, construction methods, product development and structural inspection. Of particular note, Bill's steel design portfolio includes 2 Moment Frame patents with HSS Steel Columns and Wide Flange Beams.

Select Project Experience

- Provided structural design and peer review services for clients with residential, multi-family, and commercial buildings using timber, steel, concrete, and masonry design.
- Produced structural designs for new buildings and provided structural designs and evaluations for alterations to existing buildings.
- Designed seismic strengthening of un-reinforced masonry buildings, wood buildings, and concrete tilt-up buildings.
- Produced repair designs for earthquake damaged facilities and for other structurally damaged buildings.
- Conducted analyses of existing buildings to assess compliance with codes and drawings.
- Performed investigations of earthquake, fire, and flood distress. Prepared reports, engineering analyses, and repair recommendations.
- Provided expert witness, structural peer review and plan review services.
- Investigated structural damage and distress for litigation preparation purposes. Prepared reports, engineering analysis, and recommendations to client. Provided design preparation and construction observations for repair designs.

Structural Peer Review

- Haas School of Business, University of California, Berkeley, CA

Structural Plan Review

- Russell City Energy Center, New \$800 million Power Plan Project (for California Energy Commission), Hayward, CA
- Newell Village Mixed Use Project, Walnut Creek CA
- Terraces at Los Altos Mixed Use Project (Phase 3), Los Altos, CA
- New Family Dollar Store, Sacramento, CA

Structural Design

- Chevron Willbridge Terminal Upgrade, Portland, OR
- Chevron Eureka Terminal Upgrade, Eureka, CA
- Kaiser - Lennon Lane Mechanical & Seismic Upgrade, Walnut Creek, CA

Work Experience

TRB + Associates Inc., Senior Plan Review Engineer	2011 – Present
Vaughn Engineering, Principal Structural Engineer	1994 – 2011
David L. Messinger & Associates, Civil & Structural Engineer	1990 – 1994
Alan R. Horeis Structural Engineers, Civil Engineer	1987 – 1990
Others	1971 – 1987

Deborah Sandercock, SE, PE, CASp | Senior Plan Review Engineer

Education

MS in Civil Engineering,
University of California, Irvine

BS in Architectural Engineering,
California Polytechnic
University, San Luis Obispo

Licenses | Certifications

Structural Engineer, California
(4511)

Professional Engineer, CA
(56904)

Certified Access Specialist,
California (288)

Deborah has nearly 25 year's building life safety experience, serving as a Building Official, Supervising Structural Engineer and Deputy Director of Planning and Building for multiple jurisdictions. From her private sector work, to serving as a Supervising Structural Engineer for Contra Costa County, and later a Deputy Director for the City Oakland, she has been involved in the building industry since 1993. Ms. Sandercock has vast experience in complex industrial, commercial and residential projects. She has also managed multi-division staff in the areas of building, housing, zoning, code enforcement and inspection.

Work Experience

Building Official/Deputy Director Planning & Building, City of Oakland

2013 – 2016

- Plan, direct and coordinate through subordinate supervisors a variety of building services including building, housing and zoning code compliance and enforcement, inspection services, engineering and plan review services, permit processing and seismic safety programs; develop and implement the new Accela permitting system; develop and present legislation for new programs and adoption of local codes to County, Administrator and Mayor; perform analysis for fee study and develop new fee schedules; resolve complex building service issues; provide code interpretations to staff, city officials and constituents; handle disciplinary issues and performance appraisals; direct the process for hiring staff; oversee department budget and finances, develop and implement department policies and procedures; work closely with Council, public and private groups to explain or coordinate programs and proposed projects.

Supervising Structural Engineer, Contra Costa County, Martinez CA

1999 – 2013

- Supervisor of plan check and engineering staff as well as the Application and Permit Center; develop department policies and County ordinances, make policy recommendations on code interpretations, provide technical training/support for plan check and inspection staff, review plans for compliance with structural, fire and life safety, disabled access requirements.
- Perform and manage plan review for oil refineries and power generating plants, review and update permit fees, assist in the development and maintenance of the Accela permitting system, handle disciplinary issues and perform annual appraisals, Certified Access Specialist for the department.
- Powerplant Experience – Marsh Landing Generating Station, Antioch – 2010-2013

Project Engineer, DASSA Design, San Francisco, CA

1998 – 1999

- Structural analysis and inspection of public-school buildings for the development of seismic strengthening plans. Structural analysis and inspections of hospital buildings for the development of Senate Bill 1953 reports.

Project Engineer, Deems Lewis McKinley Architecture

1997 – 1998

- Structural design of new public-school buildings and seismic strengthening plans for existing public-school buildings.

Design Engineer, Ficcadebti & Waggoner, Inc.

1993 – 1997

- Structural design of commercial buildings. Inspection and design of repair plans for earthquake damaged buildings. Forensic inspection and analysis of existing residential buildings to determine structural deficiencies and develop repair plans. Design of curtain wall systems in light gauge and structural steel.

Mike Kaszpurenko, SE, PE | Senior Plan Review Engineer

Education

Bachelor of Science,
Civil Engineering, Clarkson
University, Potsdam, New York,
1976

Registration

Registered Structural Engineer,
California

Registered Civil Engineer
California

Professional Affiliations

Structural Engineers
Association of Northern
California (SEAONC)

FEMA Structural Specialist, for
Urban Search and Rescue, Task
Force 7, Sacramento, CA.

California Office of Emergency
Services Volunteer for post-
earthquake building review.

Mike Kaszpurenko is a registered Structural and Civil engineer with over 30 years of engineering experience. His experience encompasses the plan review, design, evaluation, and retrofit of various types of building and non-building structures using concrete, steel, masonry, wood, and light-gage metal.

Mike's experience includes working for a large structural steel fabricator where he was involved in detailing of shop drawings, design of connections, and on-site field review.

Select Project Experience

Industrial, Manufacturing

- Corn Products Cogeneration Facility, Stockton, CA. Plan review of boiler building and miscellaneous foundations for new facility.
- Nine Mile Point Two Nuclear Power Plant, New York. Miscellaneous connection designs.
- Oswego Power Plant, Oswego, New York. On site engineer, for fabricator of breeching, during construction of oil-fired power plant.

Commercial / Government /Civic

- 600 Sutter, San Francisco, CA. New eight story building.
- 973 Market, San Francisco. Seismic upgrade of an existing 8 story brick and concrete building.
- Saks Fifth Avenue, San Francisco, CA. Foundation shoring for a new department store.
- El Camino Real Hotel, San Mateo, CA. Preliminary design of a new three-story hotel.
- 1989 Loma Prieta Earthquake, San Francisco, CA. Damage assessment of numerous apartment buildings and other structures for the City of San Francisco.
- City Center Rotunda, Oakland, CA. Upgrade of three, eight story adjacent buildings into one multifunction facility.

Education, Assembly / Healthcare

- Windsor Middle School, Windsor, CA. New \$11 million School Campus.
- Laguna Salada School District, Pacifica, CA. Survey of 12 school campuses for Pacifica School District.
- Clovis East High School, CA. Plan check review for the Office of the Office of State Architect on several buildings of a new campus.
- Kaiser Hospital Service Building, Walnut Creek, CA. New two-story support facility for a hospital.

Multi-unit Residential

- Winterland Apartments, San Francisco, CA. Engineer of record for a 304-unit apartment complex consisting of four stories of wood framing over several levels of concrete parking.
- Park Hill Terrace, San Francisco. Upgrade and extension of former 8 story hospital building into condominiums.

Work Experience

TRB + Associates, Inc. San Ramon, CA	2009—Present
Structural Engineers Collaborative, San Francisco, CA	1986—Present
Culley Associates, San Francisco, CA	1980—1986
H. J. Degenkolb & Associates, San Francisco, CA	1978—1980
Cives Steel Corporation, Gouverneur, New York	1976—1978

Jeff Brooks, CASp | Senior Plans Examiner

Education

Cosumnes River College
Building/Home/Construction
Inspection/Inspector

Licenses | Certifications

Certified Access Specialist

ICC Commercial Building
Inspector

ICC Commercial Plumbing
Inspector

ICC Commercial Mechanical
Inspector

Honors/Awards

Building Official Leadership
Academy – CALBO
- Building Official Leadership
Academy (BOLA) Award for
completing the CALBO BOLA
program for 2017-2018.

Employee of the Month - City
of Sacramento Director of
Community Development
- Awarded to the employee
who demonstrates excellent
customer service and
performance

Skills

Municipalities

Construction

Code Enforcement

Life Safety

Building Codes

Plan Review

Building Inspections

NFPA

Interpersonal Skills

Jeff possesses over 40 years in the construction industry with 21 years as a building inspector performing commercial and residential inspections with extensive knowledge of plan review in the building life safety, accessibility, plumbing, mechanical disciplines throughout Northern California. Jeff's expertise spans in the review of highly complex projects of all types. He also has 20 years of experience working in the trades and as a contractor building custom homes.

As a collaborative leader, Jeff recently provided exceptional leadership skills as the Cannabis Project Manager for the City of Sacramento Building Division. He also provided training and direction for other plans examiners and inspectors for legal related facilities. He works well with the public as well as his colleagues and maintains high levels of productivity, reliability with excellent work ethic to deliver high quality customer service.

Jeff is ICC certified as a Commercial Building, Mechanical, and Plumbing Inspector. In addition, he is certified as a California Access Specialist (CASp). Jeff has well-rounded experience in the building industry.

Work Experience

Senior Plans Examiner, TRB and Associates, Inc.

2021 – Present

- Reviews complex plan drawings and calculations for code compliance on behalf of client agencies.
- Performs residential combination inspections and commercial building inspections.
- Inspects and reviews all manner of construction, including new residential, additions, alternations, improvements, and commercial projects.

Building Inspector/Plans Examiner, City of Sacramento

2000 – 2021

General Contractor, Brooks Construction

1980 – 2000

Jim Begley, FPE, CFM, LEED AP | Fire Protection Engineer

Education

Worcester Polytechnic
Institute
M.S. in Fire Protection
Engineering - 2006

University of Maryland at
College Park
B.S. in Fire Protection
Engineering - 1996

Registration | Certifications

Licensed Fire Protection
Engineer:
California, Nevada, Arizona, 15
additional states

LEED Accredited Professional

ICC Certified Fire Marshal

ICC Certified Fire Plans
Examiner

ICC Certified Fire Inspector

Professional Affiliations:

National Fire Protection
Association (NFPA)

Society of Fire Protection
Engineers (SFPE)
Member grade

SPFE
Member of International Board
of Directors

Jim Begley has almost 20 years of experience and began his engineering career in 1993 at Lockheed Martin Energy Systems in Oak Ridge, TN. After relocating to Las Vegas in 2002, Jim was responsible for hospitality projects such as Caesars Palace, Hard Rock Hotel, the Palms Casino, Bally's and Paris Hotel Resort while managing the Las Vegas office of Schirmer Engineering Corporation. In May 2005 Jim joined JBA Consulting Engineers as the Director of Fire Protection Engineering and became Director of Domestic Business Development in 2008 prior to establishing his own firm in 2010.

Jim is a registered Fire Protection Engineer in 18 states. While at the University of Maryland, Jim was awarded membership to the Salamander honorary fire protection engineering fraternity. Jim is a past President of the Southern Nevada chapter of the Society of Fire Protection Engineers (SFPE) and currently sits on the SFPE Board of Directors on an international level.

Select Project Experience

SHRA 12-Story Building Remodel, Sacramento, CA
Russell City Energy Center Project, Hayward, CA
Lodi Energy Center Project, Lodi, CA
River Rock Casino, Healdsburg, CA
Aliante Station Hotel and Casino, Las Vegas, NV
Barona Resort & Casino, Lakeside, CA
Caesars Palace Hotel and Casino, Las Vegas, NV
Diamond Jo Casino, Northwood, IA
Diamond Jo Casino Dubuque, Dubuque, IA
Durango Station Hotel and Casino, Las Vegas, NV
Encore at Wynn Las Vegas, Las Vegas, NV
Golden Nugget Hotel & Casino, Las Vegas, NV
Legends Casino, Yakima, WA
Little Six Casino, Prior Lake, MN
Mystic Lake Casino, Prior Lake, MN
Palms Casino Resort Phase II, Las Vegas, NV
Palms Casino Resort Concert Venue, Las Vegas, NV
Snoqualmie Casino, Snoqualmie, WA
Tropicana Mega Resort, Las Vegas, NV
Wynn Las Vegas, Las Vegas, NV

Work Experience

TERPconsulting	2010 – Present
jba consulting engineers	2005 – 2010
Schirmer Engineering Corporation	2001 – 2005
Fire Protection unlimited	1999 – 2001
Performance Design Technologies	1997 – 1998
Nexus Technical Services Corporation	1996 – 1997
Lockheed Martin Energy Systems	1993 – 1996

Steven Block, E.E. | Senior Plan Review Engineer

Education

B.S. Engineering, Physics
California State University,
Northridge, CA

Registration

Registered Electrical Engineer
California, Nevada, Arizona,
Hawaii

Steven Block is a highly skilled electrical engineer with over 25 years' experience in the electrical engineering field. His expertise includes electrical design and plan review for compliance with the National Electrical Code, California Electrical Code, California Energy Code, local ordinances, National Electrical Safety Code, California Electrical Code, California Energy Code, local ordinances, National Electrical Safety Code, OSHA and other applicable laws, ordinances, regulations, and standards (LORS).

Projects reviewed for code compliance include commercial and industrial solar power plants, commercial natural gas power plants, wastewater treatment plants, and cement plants, industrial and commercial buildings, parking structures, hotels, and municipal utilities. Designed and provided construction support for traffic signals, highway lighting, closed circuit television, traffic monitoring stations, maintenance stations, and storm water pumping stations.

Work Experience

Senior Electrical Plan Review Engineer, TRB and Associates

2016 – Present

- Plan review for residential, commercial, and industrial installations – Phillips 66 Naval Weapons Station, OSHPD 3 reviews for the City of Sacramento, Benicia Valero Refinery Audit, Child Daycare Center in Santa Clara, new apartments in Sacramento.

Senior Electrical Engineer, Private Consulting Firm

2004 – 2016

- Plan review for code compliance and field inspector support – Silver State North Photovoltaic Generating Station, transmission lines, and high voltage substation (Nevada), Palomar Power Project (California), Panoche Energy Center (California), Abengoa Solar Thermal Generating Station and substation (California), Genesis Solar Collector Generating Station (California), Inland Empire Energy Center (California), Distributed Energy Partners Generating Stations (Hawaii), Various Wind Power Generating Stations in Solano County, CA, and other generating stations.
- Plan review for commercial and industrial installations – FBI Honolulu, Disney Hawaii, Fort Irwin Military Housing (California), various rooftop photovoltaic installations (Hawaii), Valero Refinery Benicia (California), Transmission Line Feeder for Concrete Plant (Nevada) and Various Cellular Tower Installations (Hawaii).

James Johnson, E.E., QCxP | Senior Plan Review Engineer

Registration | Certification

Registered Electrical Engineer – Hawaii

ICC Certified Electrical Plans Examiner

Qualified Commissioning Services Provider (QCxP)

Construction Quality Control Reviewer (CQCR)

Professional Affiliations

Illuminating Engineering Society (IESNA)

International Association of Electrical Inspectors

Building Commissioning Association (BCA)

International Code Council (ICC)

Volunteer Affiliations

Board Member, Richmond High School Engineering Academy Advisory Board
2014 – Present

Volunteer Writer/Coach, El Cerrito and Richmond High Schools
2013 – Present

James Johnson is a Registered Electrical Engineer (Hawaii), ICC Certified Electrical Plans Examiner, and Qualified Commissioning Services Provider (QCxP) with over 30 years of experience encompassing electrical engineering design and plan review. Mr. Johnson has provided electrical plan review on a variety of project types including commercial building, tenant improvements, and photovoltaic systems. In addition, Mr. Johnson has performed extensive power and lighting systems design, engineering and construction document production, and project management.

Select Skills / Project Experience

- Analyze permit submittal plan documents for conformance to adopted national, state, and city/county codes including NEC, NFPA, IBC, ICC and UFC standards.
- Conduct forensic electrical systems investigations to determine origin and cause failure of equipment and associated distribution systems including power, lighting and fire alarm with analysis and resolution of legally adopted Code compliance issues.
- Provide scheduled review as CQCR of electrical construction documentation with scheduled site inspection to assure quality construction in accordance with minimum codes and standards for U.S. government projects.
- Professionally managed a wide variety of governmental, commercial, institutional, and residential projects with associated commercial and emergency, renewable and non-renewable power, lighting, and telecommunication systems.
- Provided oversight of engineering skills development and implements of Engineers-In-Training. As a lead instructor at Leeward Community College, taught Math, English and Writing from high school through college freshman levels.
- Proficient in Microsoft Word, Excel, PowerPoint, Adobe Photoshop and Acrobat Pro, AutoDesk AutoCAD MEP 2013. Revit MEP 2013.

Work Experience

Senior Plan Review Engineer, TRB + Associates, Inc.	2014 – Present
Certified Electrical Plan Reviewer, City and County of Honolulu	2013 – Present
Senior Electrical Engineer/Project Manager, Moss Engineering	2005 – 2013
Office Manager, Senior Electrical Engineer, Tower Engineering	2000 – 2005
Senior Project Engineer/Manager, Applied Engineering	1995 – 2000
Lead Instructor, Office of Continuing Education and Training, Leeward Community College, Pearl City, HI	1995 – 2000
Senior Electrical Design/Project Manager, Bennett, Drane, Karamatsu Engineers, Honolulu, HI	1985 – 1995

Aaron L. Collins, M.E., QCxP | Senior Plan Review Engineer

Licenses and Certifications

- Professional Engineer, State of California (#M37735)
- Professional Engineer, State of Texas (#136209)
- Certified in Plumbing Design (CPD), ASPE
- Quality Commissioning Provider QCxP Certification

ICC Certified

- Plumbing Plans Examiner
- Mechanical Plans Examiner

Education

- B.S. in Mechanical Engineering, California State University, Los Angeles

Software

- REVIT
- AutoCAD
- BlueBeam
- Trane Trace
- EnergyPRO,
- Microsoft Office (Word, Excel, Power Point, Outlook)

Professional Affiliations

- ASHRAE (American Society of Heating, Refrigeration, and Air Conditioning Engineers)
- ASPE (American Society of Plumbing Engineers)
- AWWA (American Water Works Association)

Aaron Collins is a licensed mechanical engineer with over 10 years of experience in mechanical and plumbing design and peer review. Aaron's track record includes reviewing and analyzing engineering drawings and designs on various complex mechanical and plumbing projects, ensuring adherence to current codes and standards. Aaron has successfully coordinated with multiple professionals such as Architects, General Contractors, Electrical, Structural, and Plumbing Engineers to fulfill project requirements and exceed client expectations. He possesses excellent interpersonal skills, maintains high levels of productivity, and has a strong work ethic to deliver top-notch customer service.

Aaron is ICC certified as a Mechanical and Plumbing Plans Examiner, certified in Plumbing Design (CPD), and is a Quality Commissioning Provider.

Work Experience

Plan Review Engineer, TRB and Associates, Inc.

2023 – Present

- Provides building plans examination for jurisdictions on an as-needed basis. Responsible for providing plan check reviews for residential and commercial structures.
- Reviews building plans and related documents for compliance with California Building Codes, agency requirements and policies.

Associate Mechanical Engineer (E-5), Kennedy – Jenks Consulting

2022 - 2023

- Designed and led engineering efforts for HVAC and plumbing systems in water/wastewater treatment facilities, pump stations, and water processing centers.
- Supported engineering for various projects with mechanical engineering scope.
- Designed water pump stations of various capacities.
- Drafted technical memoranda to communicate with clients.

Mechanical Systems Engineer III, Jet Propulsion Laboratory – Caltech

2018 - 2022

- Acted as the overall quality control agent to ensure the design integrity of all mechanical and plumbing related projects at JPL.
- Reviewed designs of various mechanical and plumbing projects at JPL.
- Participated in annual inspections of the entire JPL facility.
- Consulted JPL designers on various code-related issues.
- Actively participated in the review and revision of JPL Facility Design Standards document.

Mechanical Engineer, Gannett-Fleming, Inc.

2017 - 2018

- Designed new taxicab driver facility for the City of Phoenix Sky Harbor Airport.
- Designed and engineered various HVAC and plumbing systems for UCLA.
- Designed and engineered replacement of multi-zone unit for new conference center at UCLA.
- Designed the sanitary system for UCLA Women's Clinic.

Mechanical Engineer, PBS Engineers, Inc.

2016 - 2017

- Engineered mechanical and plumbing systems for commercial and LAUSD projects.
- Served as a commissioning agent for mechanical and plumbing systems.
- Managed documentation for LEED Certification for a large commercial project.

Project Manager & Engineer, Suburban Water Systems

2015 - 2016

- Project Manager of capital projects aimed at improving and repairing the water system, including the replacement of reservoirs, pump stations, and pipelines.
- Conducted fire hydrant flow testing and troubleshooted flow deficiencies.

Mechanical Engineer I, AECOM Technical Services

2013 - 2015

- Reviewed and designed plumbing systems for the Port of Los Angeles Marine Operations Command building.
- Utilized BIM software such as REVIT, Energy Pro, and Trane Trace to determine building HVAC loads, size mechanical systems and ensure Title 24 Compliance.

Peter Kogan, M.E., LEED AP | Senior Plan Review Engineer

Education

Master of Science, Mechanical Engineering, Moscow Aeronautical Institute, Russia

Registration | Certification

Registered Professional Mechanical Engineer: California, Hawaii, Nevada, Texas, Colorado, Arizona

Certified Energy Manager (CEM), State of California

LEED Accredited Professional

Peter Kogan is a licensed mechanical engineer with over 30 years of diversified experience in the construction industry. His expertise lies in the areas of design and construction administration for Heating, Ventilation and Air Conditioning, Plumbing, Fire Protection, Energy and Building Studies, and Value Engineering. In the past ten years he was responsible for the design and renovation construction of several historical preservation projects. Peter's extensive experience and personal attention to project details has always assured professional services performed within budget and to complete client satisfaction.

Peter has published several technical articles in the national magazine "Heating, Piping, Air Conditioning" and recently had an article published in the architectural magazine "Progressive Architecture". Peter has presented a technical paper on World Energy Congress in Atlanta, Georgia in 1990.

Select Project Experience

Healthcare

- New Medical Facility, Nevada Air National Guard, Reno, NV
- Radiology/ Oncology Labs Renovation, Hospital Building, UCSF, San Francisco, CA
- Renovation of Buildings 210/212 & 301, Metropolitan State Hospital, Norwalk, CA
- Sonoma State Hospital, Central Plant HVAC Modifications, Sacramento, CA

Education, Assembly

- Wet Research Laboratories in Building 74, Lawrence Berkeley Lab, Berkeley, CA
- Medical Research Laboratories, Warren Hall, UC Berkeley, CA
- Calvary Church, Los Gatos, CA. New 80,000 sq.ft., 2-story Life Center with Classrooms, Multi-Use Room, Gymnasium, Meeting Halls, etc.

Multi-unit Residential

- New Condominium Complex, San Francisco, CA. New 7 Story Condominium Complex located at 1438 Green Street
- Military Housing and Commercial Facilities, NAS Fallon, NV. New 3 Building Housing Complex comprising 126 Bachelor Enlisted Quarter units & new base Administration, Maintenance, Shop and Storage Facilities.

Commercial

- The Disney Store, New Retail Store, Winward Mall, Kaneohe, HI
- Office Building, San Francisco, CA. New 3 Story Office Building located at 325 Pacific Avenue
- New Ruth's Chris Steak House Restaurant, The Montage, Reno, NV
- Foods Pilot Plant Expansion for Clorox Corporation, Pleasanton, CA

Government, Civic

- Renovation of 3-Building Command Headquarter Complex, Travis Air Force Base, Fairfield, CA
- New 2-story Fitness Center at Naval Postgraduate School, Monterey, CA
- New International Arrival Building, Oakland Airport, CA

Work Experience

TRB + Associates, Inc

2008 – Present

Peter Kogan Associates, Owner

1988 – Present

Michael Osborn, PE, LEED AP | Senior Civil Plan Review Engineer

Licenses and Certifications

Registered Civil Engineer |
66022

LEED AP, 2009

Education

Bachelor of Science, Civil
Engineering
California Polytechnic
University, San Luis Obispo, CA

Caltrans Local Assistance
Resident Engineer (RE)
Academy

Affiliations

Leadership Santa Barbara
County, Board of Directors

Leadership Fresno, Class 31

American Society of Civil
Engineers (ASCE)

Michael Osborn is a senior engineer at Provost & Pritchard. With over 20 years of engineering experience, Mr. Osborn has been involved in a variety of public works, residential and commercial development, and educational facility projects. His areas of expertise include site grading design, Americans with Disabilities Act (ADA) site accessibility design and assessment, stormwater management, storm drainage, sanitary sewer systems design, street design, and site development.

Work Experience

Plan Check Engineer, Grading and Drainage Plan Check Services | City of Santa Clara, CA

Mr. Osborn is currently assisting the City of Santa Clara by providing grading and drainage plan check services for various projects in the city. Mr. Osborn has been a primary plan check engineer, reviewing on-site development and associated improvements in the public right-of-way in relation to demolition, grading and drainage. Projects have varied in size from single commercial buildings to multi-family residential to the multi-phased, mixed-use Related Santa Clara project.

City Engineer | City of Mendota, CA

Mr. Osborn is the current City Engineer for the City of Mendota. His responsibilities include management and coordination of the City's state and federally-funded street projects through the Fresno County Council of Governments (FCOB) and Caltrans DLAE and coordination with the City Manager and Public Works Department on infrastructure issues with streets, water, sewer, and storm drain. Mr. Osborn has a significant role in assessing and identifying pavement conditions and storm drain infrastructure issues and needs for the City and putting that knowledge to use in assessing potential flooding issues and coordinating pavement maintenance and street reconstruction.

Project Manager, On-Call City Engineering Services | City of Dinuba, CA

Mr. Osborn provided general civil engineering services to the City of Dinuba, assisting the City's Public Works Department to complete capital improvement projects for 18 months. Projects that were included under this contract ranged from providing civil engineering and land surveying for park facility upgrades, ADA compliance, updating the City's Urban Water Management Plan, development reviews, and grant writing assistance.

Project Engineer, ADA Assessment and Barrier Transition Plan, Community Regional Medical Center | Fresno, CA

Mr. Osborn was the project engineer responsible for completing an ADA compliance site self-evaluation of the Community Regional Medical Center campus. The exterior site-evaluation consisted of the paths of travel from parking stalls to building front doors, and paths of travel between buildings. Upon completion of the evaluation and results report, a Barrier Removal Plan was prepared and included a detailed list of compliance areas that needed to be addressed.

Project Manager, Ongoing Consulting Services, Santa Barbara Community College District | Santa Barbara, CA

Mr. Osborn was responsible for providing ongoing engineering services for the Director of Facilities & Operation and Campus Development. He prepared a pavement assessment of all three campuses within the District, which led to the District's first pavement management plan. In addition, he improved approximately 30,000 square feet of pathways, repaired or resurfaced approximately 10 acres of asphalt pavement, improved the sites of 27,840 square feet of modular buildings, and improved accessible parking and routes of travel around each project. Additional scope of services included mapping existing utilities and improving potable water and sanitary sewer facilities to new buildings. Mr. Osborn also studied slope erosion and prepared "on-call" emergency slope repairs, and provided site grading, paving, utility and storm water management improvements for new building construction as the project civil engineer on several architectural teams.

Reggie Meigs, CBO | Chief Building Official

Education

College Coursework,
Civil / Electrical Engineering

Registration | Certifications

CABO Registered Building
Official, CBO #1003

ICC Certified Professional
Building Official,
#5215342

Reggie has 42 years of comprehensive building safety experience. He has overseen the provision of plan review, inspection, counter, permitting, and code compliance services to more than 35 cities and counties throughout California. He has been a CALBO instructor for courses in the computerization of Building Departments, Disabled Access, and Occupancy Groups. Reggie has also been a member of various professional code committees; including the State Fire Marshall's Committee for Residential Care Facilities.

Reggie provides project management and supervisorial services to clients on an as-needed basis. He has served as a Chief Building Official for numerous jurisdictions in the public sector as well as on a consultant basis.

Select Project Experience

- A/E Planning and Engineering, County of Orange, CA. Building and Safety Task Leader overseeing building plan review and inspection efforts for planned developments in the county. Currently, focusing services on the Ranch Plan, County's largest development.
- Chief Building Official, City of Jurupa Valley, CA. Manages the City's Building and Safety Department overseeing plan review, permit counter assistance, inspection, and code enforcement. Building plan reviews are checked for compliance with building codes and access requirements, as well as any adopted codes to promote sustainability. Reviews include architectural, structural, mechanical, electrical, plumbing, green, and energy. Accessibility Code Enforcement includes managing complaints, investigating potential violations and enforcing the City's codes.
- Building Safety Services, County of Los Angeles, CA. District Engineering Associate and Senior Building Engineering Inspector/Office Manager. Trained 100+ building inspectors. Oversaw building inspection services for the Cities of Artesia, Cerritos, and Lancaster.
- Chief Building Official, City of Riverside, CA. Managed the City's Building and Safety Division, supervising 21 full-time employees. Developed programs to track permits and inspections as part of the City's program of office automation, which drastically improved efficiency. One major project under his oversight involved overseeing the Building Safety plan review and inspection for the Riverside Municipal Airport expansion (hangers, office space, other buildings).
- Chief Building Official, City of Orange, CA. Managed the Building and Safety Division. Prepared budgets totaling \$1.2 billion for several sections within the division, managed an in-house staff of 19 employees and oversaw contracts with two plan check firms. Also assisted in the development of a custom permit tracking program that saved the City \$20,000.
- Chief Building Official, City of Berkeley, CA. Responsible for the City's plan checking, inspections, housing code enforcement and counter administration and supervised a staff of 22 employees. Implemented a "One Stop Permit Center Process" which reduced plan check turnaround time from 8-12 weeks to 1-2 weeks without hiring additional staff.
- Chief Building Official, City of San Ramon, CA. Helped expand services (code enforcement), added services at the front counter and incorporated local Fire District and Engineering Department representatives to create a true "One Stop Shop". Assisted the Building Division with streamlining the Building Permit computer system and helped implemented and design new software to assist the code enforcement section in maintaining their case files. Achieved 90% cost recovery on code enforcement.

Monty Straub | Senior Combination Building Inspector

Education

Certificate of Achievement,
Construction and Building
Inspection, Diablo Valley
College, CA

Certifications

ICC Certified Building
Inspector

ICC Certified
Mechanical Inspector

ICC Certified Plumbing
Inspector

ICC Certified Electrical
Inspector

ICC Certified
Combination Inspector

Monty Straub possesses over 25 years of experience in the construction and building & fire/life safety industry. For over 14 of those years, Monty served as a Building Inspector for Contra Costa County. He has extensive knowledge of the practical application and enforcement of adopted construction codes, standards, and local ordinances in construction inspection. Monty applies a customer service focus in carrying out his building safety inspection responsibilities.

Monty's professional inspection experience encompasses commercial, industrial, and residential projects. His experience includes serving as a Delegate CBO inspector on two power plant projects located in Contra Costa County. In that role, he provided daily inspections to verify compliance with all applicable laws, ordinances and regulations, as required by the California Energy Commission.

Select Project Inspection Experience

- City of Walnut Creek Staff Augmentation Assignment - Building Inspector
- Served as Delegate CBO Inspector on the following California Energy Power Plant Projects located in Contra Costa County
 - Gateway / Mirant Energy Center (530 MW, Combined-Cycle Facility)
 - Delta Energy Center (880 MW, Combined-Cycle Facility)
- Provided code compliance inspection services at the Shell and Conoco/ Phillips Oil Refineries located in Contra Costa County.
- Inspected numerous commercial buildings, e.g., AAA Building in Walnut Creek
- Avalon 5 story multifamily residential project near Pleasant Hill Bart
- Stratford Sr. Housing in Pleasant Hill, CA
- Seeno Tract Subdivisions, Pittsburg CA
- Blackhawk Plaza shopping center remodel and addition, Blackhawk CA
- Several Custom Homes, Blackhawk CA

Work Experience


TRB and Associates, Inc., Senior Building Inspector	2012 – Present
Contra Costa County, Senior Building Inspector	1997 – 2011
Straub Construction, Independent Contractor	1984 – 1996

Professional Services Agreement - Acceptance of Terms and Conditions

To confirm, TRB has reviewed the City of Lake Elsinore's standard consultant contract included as Attachment B in the City RFQ document, and agrees to the professional services agreement terms and conditions as provided.

Insurance Coverage Verification

Also to confirm, TRB possesses all required insurance coverage and licenses, as indicated in Attachment A of the City RFQ. A copy of our firm's insurance certificate currently on file with the City of Lake Elsinore is provided below (includes description of types of coverage and dollar amount limits).

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 10/29/2023															
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>																			
PRODUCER The Liberty Company Insurance Brokers Lic #0D79653 5955 De Soto Ave, Ste 250 Woodland Hills CA 91367			CONTACT NAME: David Saechao-RM PHONE (A/C No, Ext): (888) 918-3960 FAX (A/C No): E-MAIL: David.Saechao@libertycompany.com ADDRESS:																
INSURED TRB AND ASSOCIATES 3180 CROW CANYON PL #216 SAN RAMON CA 94583			INSURER(S) AFFORDING COVERAGE <table border="1"> <thead> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER B: National Fire Ins Co of Hartford</td> <td>20478</td> </tr> <tr> <td>INSURER C: Transportation Insurance Co</td> <td>20494</td> </tr> <tr> <td>INSURER D: Employers Preferred Ins. Co.</td> <td>10346</td> </tr> <tr> <td>INSURER E: U. S. Specialty Insurance Co.</td> <td>29599</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>			INSURER	NAIC #	INSURER A: Continental Casualty Company	20443	INSURER B: National Fire Ins Co of Hartford	20478	INSURER C: Transportation Insurance Co	20494	INSURER D: Employers Preferred Ins. Co.	10346	INSURER E: U. S. Specialty Insurance Co.	29599	INSURER F:	
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INSURER F:																			
COVERAGES CERTIFICATE NUMBER: CL23102782007 REVISION NUMBER:																			
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>																			
INSR LTR	TYPE OF INSURANCE	ADDL INSD	INSUR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS												
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENTL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	2097186534	11/10/2023	11/10/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPIOP AGG \$ 4,000,000												
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	7013446068	11/10/2023	11/10/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$												
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ <input checked="" type="checkbox"/> RETENTION \$ 0			7036238862	11/10/2023	11/10/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000												
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	EIG463819503	11/10/2023	11/10/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000												
E	Professional Liability (E&O)			USS2334220	11/10/2023	11/10/2024	each claim 2,000,000 aggregate 2,000,000 retention 25,000												
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) RE: On-Call Building Services. Whereby as Required by written contract and agreement, the City of Lake Elsinore, its elected or appointed officers, officials, employees, agents and volunteers are included as an Additional Insured under the Commercial General Liability and Auto on a Primary/Non-Contributory basis per forms SB300176D (Ed. 6-16) & SB146968B (6-16) & AC 85 43 06 18. Waiver of Subrogation in favor of the Additional Insured applies to the General Liability, Auto and Workers Compensation per forms SB300176D (Ed. 6-16), AC 85 43 06 18 & WC 04 03 06 (Ed. 4-84). 30 day notice of cancellation except for 10 day notice respects non-payment of premium per policy provisions. Excess liability is follow form over General, Auto, and Employers Liability.																			
CERTIFICATE HOLDER				CANCELLATION															
City of Lake Elsinore Attn: Bill Belvin 130 South Main Street Lake Elsinore CA 92530				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 															
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Cost Proposal

As requested in the City's RFQ document, TRB is providing its cost proposal under separate cover, via separate upload to PlanetBids.

Fee Schedule

TRB and Associates offers the following fixed-fee and hourly rate schedules for services provided. Professional staffing services such as Building Official, Building Inspection, Permit Technician, Code Enforcement and Other services (e.g. CASp consulting), would be provided on an hourly basis at rates shown in the following Schedule of Hourly Rates and Reimbursables. Please note that Building Plan Review services may be rendered on either a fixed fee or hourly rate basis, as noted below.

Plan Review Services

Our plan review fees are calculated as a percentage of the total Plan Review Fee collected by the City, at the rates noted in the schedule below. The fee compensation shown covers three total plan review cycles – the initial plan review and two rechecks. Any further review cycles which become necessary and reviews of revisions to approved plans would be billed based upon a negotiated hourly rate. Please note that the turnaround timeframe for providing expedited plan reviews would be negotiated/mutually agreed upon prior to commencement of the review. Please also note that all plan reviews performed on a fixed fee basis are subject to a minimum \$250 fee.

Turnaround Timeframe* (in business days)	Structural Only Review	M/E/P Only Review	Complete Review (Structural, Life Safety/Disabled Access, M/E/P, Green, Energy)
Standard: - 7-10 days first check - 5 days rechecks	45%	45%	65%
Expedited** - 5-7 days first check - 5 days rechecks	Standard fee plus an additional 50 percent	Standard fee plus an additional 50 percent	Standard fee plus an additional 50 percent

Note: For other review scope combinations not specifically identified in the above table (e.g. Electrical Only, Mechanical/ Plumbing Only, etc.), the fee compensation would be on an hourly basis.

* For exceptionally large/complex projects, 15-day first check and 10-day rechecks may apply, as mutually agreed upon prior to commencement of review.

** Turnaround timeframe would be mutually agreed upon prior to commencement of work.

Please note that the pickup, shipment, and delivery of hardcopy and/or electronic plan documents and other relevant correspondence to the City are included in the above-noted cost.

Schedule of Hourly Rates and Reimbursables

The following billing rates apply for services rendered on an hourly basis:

<u>Position</u>	<u>Hourly Rate</u>
Principal / Director	\$175.00
Project Manager	\$155.00
Building Official	\$155.00
Assistant Project Manager	\$145.00
Analyst	\$100.00
Supervising Plan Review Engineer / Architect	\$150.00
Senior Plan Review Engineer / Architect	\$140.00
Senior Plans Examiner (Building & Fire)	\$130.00
Plan Review Engineer/Architect	\$120.00
Plans Examiner (Building & Fire)	\$110.00
Engineering Technician	\$100.00
Intern Plans Examiner	\$ 70.00
Permit Technician	\$ 65.00 - 85.00
Clerical/Admin	\$ 60.00
Geotechnical Engineer	\$215.00
Fire Protection Engineer	\$195.00
CASp Certified Inspector/Examiner	\$140.00
Grading/Storm Water Plan Review Engineer	\$185.00
QSP Storm Water Inspector	\$185.00
Oil Field Services Coordinator	\$140.00
Supervising Inspector	\$130.00 - 140.00
Senior Inspector	\$110.00 - 125.00
Inspector	\$ 90.00 - 105.00
Intern Inspector	\$ 70.00

- Overtime, Emergency, Expedited, and After-hours work is billed at the above-noted rates plus an additional 50 percent (Note that no overtime will be charged without client authorization)
- Project inspections subject to prevailing wage requirements are at the above-published rates plus 30 percent.
- Reimbursement for non-City vehicles used in connection with the work will be at the current IRS mileage rate plus 15%.
- All requested inspection services are subject to a minimum 4-hour fee.
- Inspector Rates apply to both Building and Code Enforcement Inspectors.

The above Schedule is valid through June 30, 2025 at least one (1) year from the effective date of the contract and may be adjusted thereafter to account for CPI changes, as mutually agreed upon.

AGREEMENT FOR PROFESSIONAL SERVICES

SCOTT FAZEKAS & ASSOCIATES, INC. (SFA)

ON-CALL BUILDING PLAN CHECK AND INSPECTION SERVICES

This Agreement for Professional Services (the "Agreement") is made and entered into as of July 1, 2024, by and between the City of Lake Elsinore, a municipal corporation ("City") and Scott Fazekas and Associates, Inc., a California Corporation ("Consultant").

RECITALS

A. The City has determined that it requires the following professional services:

On-Call Building Plan Check and Inspection Services.

B. Consultant has submitted to City a proposal, dated April 1, 2024, attached hereto as Exhibit A ("Consultant's Proposal") and incorporated herein, to provide professional services to City pursuant to the terms of this Agreement.

C. Consultant possesses the skill, experience, ability, background, certification and knowledge to perform the services described in this Agreement on the terms and conditions described herein.

D. City desires to retain Consultant to perform the services as provided herein and Consultant desires to provide such professional services as set forth in this Agreement.

AGREEMENT

1. Scope of Services. Consultant shall perform the services described in Consultant's Proposal (Exhibit A). Consultant shall provide such services at the time, place, and in the manner specified in Consultant's Proposal, subject to the direction of the City through its staff that it may provide from time to time.

2. Time of Performance.

a. Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the professional services to be performed by Consultant is an essential condition of this Agreement. Consultant shall prosecute regularly and diligently the professional services contemplated pursuant to this Agreement according to the agreed upon performance schedule in Consultant's Proposal (Exhibit A).

b. Performance Schedule. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the Consultant's Proposal (Exhibit A). When requested by Consultant, extensions to the time period(s) specified may be approved in writing by the City Manager.

c. Term. The term of this Agreement shall commence upon execution of this Agreement and, unless earlier terminated as provided elsewhere in this agreement, shall continue in full force until June 30, 2027. The City may, at its discretion, extend the term of this Agreement on a 12-month basis, not to exceed two (2) additional twelve month renewal terms by giving written notice thereof to Consultant not less than thirty (30) days before the end of the contract term, such notice to be exercised by the City Manager.

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the fees set forth in Consultants' Proposal (Exhibit A), which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation exceed one hundred eighty thousand dollars (\$180,000.00), per fiscal year without additional written authorization from the City. Notwithstanding any provision of Consultant's Proposal to the contrary, out of pocket expenses set forth in Exhibit A shall be reimbursed at cost without an inflator or administrative charge. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the City at the time of payment.

4. Method of Payment. Consultant shall promptly submit billings to the City describing the services and related work performed during the preceding month to the extent that such services and related work were performed. Consultant's bills shall be segregated by project task, if applicable, such that the City receives a separate accounting for work done on each individual task for which Consultant provides services. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures. City shall pay Consultant no later than forty-five (45) days after receipt of the monthly invoice by City staff.

5. Background Checks. At any time during the term of this Agreement, the City reserves the right to make an independent investigation into the background of Consultant's personnel who perform work required by this Agreement, including but not limited to their references, character, address history, past employment, education, social security number validation, and criminal or police records, for the purpose of confirming that such personnel are lawfully employed, qualified to provide the subject service or pose a risk to the safety of persons or property in and around the vicinity of where the services will be rendered or City Hall. If the City makes a reasonable determination that any of Consultant's prospective or then current personnel is deemed objectionable, then the City may notify Consultant of the same. Consultant shall not use that personnel to perform work required by this Agreement, and if necessary, shall replace him or her with a suitable worker.

6. Suspension or Termination.

a. The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of such notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

b. In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City, pursuant to Section entitled "Method of Payment" herein.

7. Plans, Studies, Documents.

a. **Ownership of Documents.** All plans, studies, documents and other writings prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, except working notepad internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. City shall have sole determination of the public's rights to documents under the Public Records Act, and any third-party requests of Consultant shall be immediately referred to City, without any other actions by Consultant.

b. **Licensing of Intellectual Property.** This Agreement creates a nonexclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require that all subcontractors agree in writing that City is granted a nonexclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

c. **Confidentiality.** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs relating to project for which Consultant's services are rendered, or any publicity pertaining to the Consultant's services under this Agreement in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

8. Consultant's Books and Records.

a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to the City for inspection at City Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at Consultant's address indicated for receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above-named officers, require that custody of the records be given to the City and that the records and documents be maintained in City Hall. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor.

a. Consultant is and shall at all times remain as to the City a wholly independent contractor pursuant to California Labor Code Section 3353. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

b. Notwithstanding any other federal, state and local laws, codes, ordinances and regulations to the contrary and except for the fees paid to Consultant as provided in the Agreement, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. Interests of Consultant. Consultant (including principals, associates and professional employees) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered

by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendation or counsel independent of the control and direction of the City or of any City official, other than normal agreement monitoring; and

b. possesses no authority with respect to any City decision beyond rendition of information, advice, recommendation or counsel. (FPPC Reg. 18700(a)(2).)

12. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

13. Compliance with Laws.

a. Consultant shall comply with all local, state and federal laws and regulations applicable to the services required hereunder, including any rule, regulation or bylaw governing the conduct or performance of Consultant and/or its employees, officers, or board members.

b. Consultant represents that it has obtained and will maintain at all times during the term of this Agreement all professional and/or business licenses, certifications and/or permits necessary for performing the services described in this Agreement, including a City business license.

14. Licenses. Consultant represents and warrants to City that it has the licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. Consultant shall maintain a City of Lake Elsinore business license.

15. Indemnity. Consultant shall indemnify, defend, and hold harmless the City and its officials, officers, employees, agents, and volunteers from and against any and all losses, liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct or negligent acts or omissions of Consultant or its employees, subcontractors, or agents, by acts for which they could be held strictly liable, or by the quality or character of their work. The foregoing obligation of Consultant shall not apply when (1) the injury, loss of life, damage to property, or violation of

law arises from the sole negligence or willful misconduct of the City or its officers, employees, agents, or volunteers and (2) the actions of Consultant or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law. It is understood that the duty of Consultant to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

16. Insurance Requirements.

a. Insurance. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, unless modified by the City's Risk Manager, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the City at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City. In the event that Consultant is exempt from Worker's Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California, Consultant shall submit to the City a Certificate of Exemption from Workers Compensation Insurance in a form approved by the City Attorney.

ii. General Liability Coverage. Consultant shall maintain commercial general liability insurance in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Required commercial general liability coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (ed. 11/88) or Insurance Services Office form number GL 0002 (ed. 1/73) covering comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability. No endorsement may be attached limiting the coverage.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities

of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence. Automobile liability coverage must be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 1 ("any auto"). No endorsement may be attached limiting the coverage.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance appropriate for Consultant's profession for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's services under this Agreement, whether such services are provided by the Consultant or by its employees, subcontractors, or sub consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single limit per occurrence basis.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a Best's rating of no less than A: VII and shall be endorsed with the following specific language:

i. Notwithstanding any inconsistent statement in any required insurance policies or any subsequent endorsements attached thereto, the protection offered by all policies, except for Workers' Compensation, shall bear an endorsement whereby it is provided that, the City and its officers, employees, servants, volunteers and agents and independent contractors, including without limitation, the City Manager and City Attorney, are named as additional insureds. Additional insureds shall be entitled to the full benefit of all insurance policies in the same manner and to the same extent as any other insureds and there shall be no limitation to the benefits conferred upon them other than policy limits to coverages.

ii. This policy shall be considered primary insurance as respects the City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the City, including any self-insured retention the City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.

iv. The insurer waives all rights of subrogation against the City, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. The insurance provided by this Policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the City.

c. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the City on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement

17. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of Lake Elsinore
Attn: City Manager
130 South Main Street
Lake Elsinore, CA 92530

With a copy to: City of Lake Elsinore
Attn: City Clerk
130 South Main Street
Lake Elsinore, CA 92530

If to Consultant: Scott Fazekas and Associates, Inc.
Attn: Scott R. Fazekas
2 Corporate Park, Suite 206
Irvine, CA 92606

18. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant and the subcontractors listed in Exhibit B. Consultant shall be fully responsible to City for all acts or omissions of any subcontractors. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of the City. Consultant shall not subcontract any portion of the work to be performed under this Agreement except as provided in Exhibit B without the written authorization of the City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of those subcontractors. Nothing in this Agreement shall create any contractual relationship between City and any subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.

19. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

20. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

21. Mediation. The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and share the costs of mediation equally. If the parties are

unable to agree upon a mediator, the dispute shall be submitted to JAMS or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

22. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

23. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Consultant agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the parties that, in connection with the Work or Services provided pursuant to this Agreement, Consultant shall bear all risks of payment or non-payment of prevailing wages under California law, and Consultant hereby agrees to defend, indemnify, and hold the City, and its officials, officers, employees, agents, and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

25. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

26. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Riverside.

27. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party. The City Manager is authorized to enter into an amendment or otherwise take action on behalf of the City to make the following

modifications to the Agreement: (a) a name change; (b) grant extensions of time; (c) non-monetary changes in the scope of services; and/or (d) suspend or terminate the Agreement.

28. Counterparts. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

29. Entire Agreement; Incorporation; Conflict. This Agreement contains the entire understanding between the parties relating to the obligations described herein. All prior or contemporaneous understandings, agreements, representations and statements, oral or written, are superseded in total by this Agreement and shall be of no further force or effect. Consultant's Proposal is incorporated only for the description of the scope of services and/or the schedule of performance and no other terms and conditions from such proposal shall apply to this Agreement unless specifically agreed to in writing. In the event of conflict, this Agreement shall take precedence over those contained in the Consultant's Proposal.

30. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

[Signatures on next page]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

“CITY”

CITY OF LAKE ELSINORE, a municipal corporation

“CONSULTANT”

Scott Fazekas and Associates, Inc., a California corporation.

City Manager

By: Scott R. Fazekas

Its: President

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Assistant City Manager

Attachments: Exhibit A - Consultant's Proposal

EXHIBIT A
CONSULTANT'S PROPOSAL

[ATTACHED]

***PROPOSAL FOR
AS-NEEDED
BUILDING PLAN CHECK &
INSPECTION SERVICES***

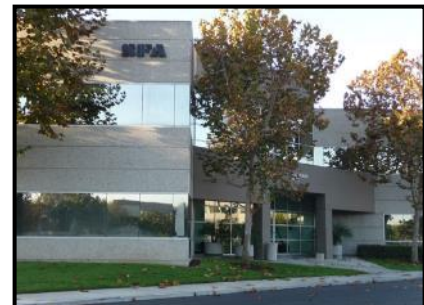


City of Lake Elsinore

April 1, 2024



Scott Fazekas & Associates, Inc.



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B. COVER LETTER

April 1, 2024

Administrative Services Department
City of Lake Elsinore
130 S. Main Street
Lake Elsinore, CA 92530

Subject: Request for Proposals (RFP) To Provide As-Needed Building Plan Check and Building Inspection Services

Dear Sir/Madam:

SCOTT FAZEKAS & ASSOCIATES, INC. (SFA) appreciates the opportunity to submit this Proposal for Building Plan Check Services and Building Inspection Services to the City of Lake Elsinore. SFA has a great team that can offer Building Plan Check services as requested in the RFP in a timely manner, via digital and/or paper plan review. Inspection services would be based on mutual agreement with the City. SFA would seek to find the City a suitable candidate based on skill and certifications needed for the types of inspections required. The Scope of Work proposed by SFA covers comprehensive building structural and fire-life safety, plumbing, mechanical, electrical, energy, disabled access, green building and City ordinance and policy reviews consistent with the administrative protocols as directed by the City's Building Official. All projects produce typed plan check correction lists with each submittal and resubmittal until final approval and transmittal to the City of Lake Elsinore.

Located 45 miles from Lake Elsinore City Hall, SFA has been in business for 27 years, exclusively serving municipal building departments with zero private sector work to avoid any potential conflict of interest. SFA's primary service is building plan review. SFA has performed over 250,000 plan reviews and has provided plan check services which have included every type of construction and occupancy group in the building spectrum. Several notable projects are provided in this proposal with their information and reference contacts.

SFA proposes to provide Building Plan Check Services with a plan check staff comprised of all licensed professionals with tenure specifically in building safety plan review including architects, civil engineers, structural engineers, CASps, LEED APs and ICC Plans Examiners and Building Inspectors. All proposed services will be provided from the SFA office in Irvine, CA. Each individual of the plan review team has many years of diverse and relevant experience, allowing efficient scheduling and execution of plan review of every type of project that the City may encounter. Resumes for each plan check engineer are provided, documenting their experience and certifications. SFA utilizes a simple organizational structure where Scott Fazekas oversees the quality and consistency of the plan review staff.

SFA maintains a strategic edge, providing customized services to its clients by aligning the jurisdiction's policies, protocols, ordinances, interpretations and administrative document formats with internal processes. This results in services which are tailored to the specific needs of each client by using customized agency data lists of unique and critical items that the City of Lake Elsinore requires as part of the review process.

April 1, 2024
Administrative Services Dept.
City of Lake Elsinore

As a provider of plan check services to Lake Elsinore, SFA would effectively be an extension of your staff. Our clients have told us “We feel like you (SFA) treat us as if we we’re your only client”. The plan review staff are always available to answer any technical questions of the applicant/design team regarding corrections, codes and regulations to encourage complete resubmittals. The SFA team understands the need to represent the City in a professional, timely and courteous manner through verbal, virtual and written communications. SFA provides dedicated office administrators to communicate promptly with the City and applicants and strives to exceed customer expectation as proven by our past history of delivering 38% of plan reviews to applicants early. Several references for public agencies are included which corroborate SFA’s level of service.

The proposed turnaround times for minor projects including single-story residential and commercial alterations or additions will be scheduled with a 10 working day turnaround time with rechecks 5 working days. Unique or complex projects would be as agreed upon in advance by the City’s representative. Turnaround times are tracked carefully from the time a plan is received to delivery of corrections, to resubmittal and approval. SFA has approximately three Full Time Employees of excess capacity available to support Building Plan Check Services for the City of Lake Elsinore, which ensures SFA will always meet the proposed turnaround time.

Another key strategic advantage of SFA is the utilization of a custom Plan Log System that provides centralized data management for the plan review process. The entire plan review process is tracked and orchestrated in the system. A self-service status portal is accessible by applicants and/or City staff via the SFA website (scottfazekasandassociates.com), providing detailed status for each project.

The following Proposal provided for your consideration remains valid for 180 days after submittal (including the proposed price) as required by the terms in the RFP. The terms of the contract, including insurance requirements, have been reviewed and we agree to the terms stated. SFA looks forward to being considered as a resource that will allow us to provide value by serving the City’s building plan review needs. The undersigned below is the owner and will be the person to contact regarding this Proposal and all services which may be provided to the City of Lake Elsinore.

Sincerely,

SCOTT FAZEKAS & ASSOCIATES, INC.



Scott R. Fazekas, AIA, NCARB, CBO, LEED AP, CASp
President

C. QUALIFICATIONS & EXPERIENCE OF SFA

C. QUALIFICATIONS & EXPERIENCE of SFA

C.1 SFA's Qualifications

Scott Fazekas & Associates, Inc. (SFA) is a California Corporation founded by Scott Fazekas in June 1996 and is located at 2 Corporate Park, Suite 206, Irvine, CA 92606. SFA was formed to offer building safety services exclusively to governmental agencies and has been providing building plan review services exclusively to municipalities for over 27 years. SFA's Irvine, California office is in the same Corporate Park complex since its incorporation in 1996.

Familiarity with Lake Elsinore

Shortly after Scott Fazekas & Associates, Inc. (SFA) was founded in 1996, the City of Lake Elsinore contracted exclusively with SFA to provide building plan review services. For over 20 years, SFA provided plan reviews for all outsourced plans. The owner of SFA, Scott Fazekas was, and still would be, the primary contact and manager of all services provided to the City of Lake Elsinore. Additionally, prior to SFA, he managed the same services to the City through a separate company for almost 10 years. Scott Fazekas has provided services to the City of Lake Elsinore through the terms of four Building Officials: Kevin Shear, Larry Russell, Robin Chipman and Bill Belvin.

SFA has performed over **250,000** plan reviews over our 27 years as a company and has provided plan check services which have included every type of construction and occupancy group in the building spectrum. SFA has also encountered many unique administrative policies and processes in working with the building officials in client jurisdictions which may have arisen due to tight project scheduling, application of alternate design methods or simply due to unique project characteristics. SFA tailors services to the needs of the City.

SFA does not subcontract out building plan review services and retains full-time staff who work in our Irvine office, not remotely. SFA has numerous, solid, municipal references beyond the references provided in the Reference Section, if desired. All references listed in the Reference Section are for current clients and reflect on-going work which shows SFA's experience with other cities for the same plan check services offered to the City of Lake Elsinore.

SFA does not perform any work for the private sector so no conflict of interest can result, allowing SFA staff to be objective in the enforcement of regulations. The owner, Scott Fazekas, will be actively involved with ensuring that quality services are delivered to the City of Lake Elsinore, and will be the primary contact for all communication with the City.

SFA is financially stable and was founded in 1996 by Scott Fazekas as a California Corporation. Scott Fazekas is the sole owner and there have never been any partners or investors. SFA operates on a cash basis with zero debt. SFA has never required a credit line for payroll or any other such expense. SFA has operated without loans through the 2008-2009 recession and during the recent COVID conditions and has not borrowed from the bank or taken any PPP funds. SFA has, and will continue to, operate efficiently and responsibly.

The scope of SFA plan reviews cover building, fire-life safety, structural, accessibility, plumbing, mechanical, electrical, use and occupancy, building heights and areas, construction type, foundation design, soils report design parameter implementation, green building code, energy calculations, and any local City ordinances or policies relevant to the projects. SFA also does reviews of project revisions and deferred submittals as needed.

SFA appreciates the client's concern for high quality performance and precise communication when utilizing the services of a consultant. Close interaction with the client is considered an essential part of SFA consulting services. SFA's commitment to a thorough understanding of the codes and the intent with which they were written permits consistent and proper enforcement while meeting the expectations of the City and earning the respect of the public.

SFA's understanding of 1) the work to be done and 2) the objectives to be accomplished are elaborated upon in the Project Approach section. In summary, our approach is to provide high quality, thorough, clearly written plan review comments in an on-time schedule by credentialed and experienced staff. These services are coordinated with the needs of the City's inspection team and the permit technicians who process the plans and permits. Our aim is to provide courteous interaction with City staff, applicants, owners and design team professionals. The ultimate objective is to contribute to a safely built community which maintains property values through property protection and sustainability.

SFA's Quality Features

- **Objectivity - Exclusively serving municipalities** for zero conflict of interest.
- **Fast turnaround times:** 10 work days for initial review; 5 work days for rechecks. 15 working days for larger projects.
- **Electronic** plan submittal and review.
- **Small Business Certified** by State of California GSA.
- **Experience of individual plan check staff** in this field.
- **Excellent references** by numerous municipalities.
- Email of correction lists to City for timely communication.
- **Quality Control measures practiced** to ensure a quality work product.
- Municipal experience in building safety and familiarity with all internal and external agency and division needs.
- **Excellent Customer Service** as ambassadors of the City.

SFA incorporates several internal procedures which will: 1) ensure better communication with the client agencies and the applicants; 2) achieve plan reviews which are more consistent with the specific policies and needs of the individual municipal client; and 3) enhance internal organization and processing. These internal procedures are discussed in the Project Approach Section (G) which follows.

SFA's Philosophy

Through the 27 years of experience in providing contract services to governmental agencies, SFA has identified concepts and ideas that are essential for a consultant to possess in order to effectively fulfill the building department requirements of a city or county. They are as follows:

- The experience and staff to respond to each agency's needs in a timely, efficient and cost-effective manner.

- Administrative and management ability of high caliber to identify problem areas and provide for their correction in a timely and sure manner.
- The ability to recognize and develop the attributes and strengths of staff members and to utilize them to their full potential.
- A reputation for quality performance and integrity to successfully administer all aspects of the codes.
- Expectations and performance accountability that are established and adhered to.
- Professional representation on behalf of the client agency in order to maintain good public relations.
- Communication with the assigned client agency liaison through meetings, memorandums and status reports.
- Coordination with other agencies which require Building Department involvement.
- Attendance of key meetings to keep informed on the most recent state statutes, and code administration techniques and procedures.
- Attendance at any required meetings connected with the plan review services.

C.2 SFA's Project Experience

Similar Projects Completed by SFA in Last 5 Years & all Information Pertaining to each Job

SFA primarily specializes in providing building plan review services exclusively to governmental agencies. SFA has performed over 40,000 building plan reviews for clients in the past 5 years. Several notable projects are provided with the information and reference contacts as requested in the RFP.

Mercy House Motel Conversion to Transitional Housing 2274 Newport Boulevard, Costa Mesa, CA

Plan Check Engineer: Scott Beery, P.E.

Start Date: 9/26/22

Final Date: 12/13/22

City Contact: Ziad Doudar, Building Official
(714) 754-5614
email address: ziad.doudar@costamesaca.gov

Mercy Housing was doing this project to meet the City's need to provide homeless shelter housing by a court ordered date. The City contacted SFA prior to the plan submittal to do a site visit, explain the parameters and schedule and to work out a strategy for the plans to be in three phases to get construction started as soon as possible. Scheduling and access regulations were key issues. The project was initially built as a split-level Motel 6 with a pool deck, front offices, dining room and both open and underground parking. The 3 phases achieved approval

through timely reviews and resubmittals with communication between all parties. This project involved public funds so despite having been built initially pre-1991, access compliance had to be addressed.

World Energy Paramount (WEP)

Bio-Fuel Manufacturing

14700 Downey Avenue, Paramount, CA

Plan Check Engineer, Ganesh Rao, S.E., Kam Chitalia, S.E., Kyle Tonokawa, P.E.

Start Date: 10/5/2022

Final Date: In Process/Not Completely Approved Yet; approx. 100 phases

City Contact: Johnnie Rightmer, Building Safety Manager

Building Department

(562) 220-2063

email address: jrightmer@paramountcity.com

World Energy Paramount (WEP) is a 62-acre site being developed as a bio-fuel processing facility. It is the first facility in California by WEP. There are two large structural engineering firms providing designs and they are coordinated through WEP's engineer who is the City's contact for all interfacing needs. Flour Corporation and Air Products, Inc. are the two firms.

The project scope is 1) remediation of contaminated soil and grading; 2) developing staging structures for an anticipated 3-year development phase; 3) developing 1- to 4 story factory structures including vessels up to 75 ft. high; and 4) developing a site-wide network of structures, towers and poles approximately 70 ft. high supporting bio-fuel piping with a total weight of approximately 600,000 tons. Due to soils conditions and ground water table at approximately 40 ft deep, 70 ft deep caissons have created challenges. Also, challenges to work through involved multiple easement abandonments and having agreements recorded for several separate parcels that make up the 62 acres. To accommodate WEP's unique scheduling preferences, most structures are phased with foundation only and superstructures done separately. To date, SFA has received 232 plan check applications for this site. Many phases are approved but this is an on-going phased project.

Alexan Apartments and Parking Garage

34 E. Santa Clara Street, Arcadia, CA

Plan Check Engineer, Ganesh Rao, S.E.

Start Date: 5/1/23

Final Date: In Process/Not Approved Yet

City Contact: Ken Fields, Building Official

(626) 574-5420

email address: kfields@arcadiaca.gov

Alexan Apartments is a new 319-unit apartment building with underground parking consisting of 330,113 sq. ft. building area. It had a valuation of \$74 million. It included a pool, spa and restaurant. The parking garage and podium were Type 1-A construction and the apartments on the podium were Type III-A construction. Some of the key issues on this project due to height and scale/area were 1) Fire Walls for separating areas to comply with allowable area; 2) the 3-hour garage separation by using 510 CBC exceptions; and 3) building height to grade since apartments are on top of the raised podium. Also, the “occupied roof deck” provisions apply to this project on the 5th level which is a relatively new code provision/exception. For disabled access in an elevator apartment Chapter 11-A had many adaptable feature requirements and the project also has some live-work units which also trigger Chapter 11-B access regulations for the public accommodation portions of the units. At this point after only the initial review has been performed. It is possible this project may be publicly funded and accessibility scope is yet to be resolved regarding accessibility issues.

On the structural side, the Type III-A residential is wood framed with Fire Retardant Treated wood (FRT) which decreases structural wood values due to Type A construction as well as FRT. The settlement/dimensional change with 4 stories of wood presented the need for the engineer to address dimensional change issues as well.

Cinema West 12-Plex Theater
1490 E. 2nd Street, Beaumont, CA

Plan Check Engineer, Ganesh Rao, S.E.

Start Date: 6/28/2019
Final Date: 10/11/2019

City Contact: Sara Retmier, Building Official
(951) 769-8517
email address: sretmier@beaumontca.com

Cinema West was Type III-B Sprinklered, 12-plex, A-1 occupancy of 39,866 sq. ft. It had a valuation of \$8.9 million. This project was part of a larger development which included about 6 other big box retail, fitness center and restaurants which were at different stages of construction. The developer had not contacted Southern California Gas regarding a known easement and had found a high-pressure gas line with grading equipment. They were shut down temporarily and during that time accurate location of the line being determined also put a hold on their Theater project until resolved. This was worked through between the City, the architect and SFA.

The project went through two corrections and was approved on the third. Some of the key points unique to this project were high 40 ft. ceilings and high storefront glazing. There were some partitions designed as hanging partitions. The view angles for accessible Chapter 11-B viewing needed to be demonstrated. Also, the layout involved seismic isolation between some areas so seismic joints were necessary. Also, handrails and stepped aisles per 1029 CBC were addressed.

The building was built as a concrete tilt-up with stepped roof diaphragms. A number of corrections occurred on the diaphragm design, concrete out-of-plane wall anchorage at the roof

as well as the wall foundation connections. There were also some fire protection details for the Type I Hood in the kitchen that were addressed in the corrections.

4-Level Parking Structure

15336 Newport Avenue, Tustin, CA

Plan Check Engineer, Kyle Tonokawa, P.E.

Start Date: 6/24/2019

Final Date: 9/13/2019

City Contact: Mariam Madjlessi, Building Official

(714) 573-3109

email address: mmadjlessi@tustinca.org

Schools First Federal Credit Union is the owner who was building this to go with their adjacent 3 story office building which SFA had also previously reviewed. It was built as Type 1-B construction, S-2 occupancy and 291,089 sq. ft. providing 921 parking stalls. It had a valuation of \$13.5 million. While it was titled 4-story, it was 4 levels of parking but qualified as a 3-story structure from a code perspective with an occupied parking deck roof.

Some of the key issues that were addressed in the reviews were 1) it was in a liquefaction zone and required 50 ft. deep borings by the soils engineer; 2) the foundation design for moment frame; 3) one of the grade beam designs; and 4) rooftop solar array configurations not meeting 503 C.B.C and some exit travel distance questions. There were also some issues with undersized electrical conductors and equipment. The project required 2 reviews with corrections and was approved on the 3rd submittal.

Mixed Use 5-Story

10201 Garden Grove Boulevard, Garden Grove, CA

Plan Check Engineer, Ganesh Rao, S.E.

Start Date: 1/5/2023

Final Date: In Process/Not Final Yet

City Contact: Phil Nguyen, Deputy Building Official/PC Manager

(714) 741-5328

email address: philn@ggcity.org

This 5-story included a Type 1-A, S-2 occupancy parking garage with podium construction, floors 1-3 above as commercial occupancies of A-3, B, M and U occupancies and floors 4 and 5 as residential R-2 occupancies. It also included an occupied roof as well. Floors 1-5 above the podium were Type III-A construction. The project was 207,349 sq. ft. in area with a valuation of \$25 million. This project had its complete initial review and has not yet been resubmitted.

This project had issues with 1) mis-labeled sprinkler design type; 2) roof top occupancy egress; 3) possible access parking requirement count due to the commercial physical therapy tenants;

4) access compliance for both residential and commercial occupancies (Chapters 11-A and 11-B, C.B.C.); 5) conflicts in the soils report with the design for the intended loads from construction type and number of proposed stories; and 6) collector design for concrete shear walls.

Other Types of Projects Reviewed by SFA

Some of the projects worth noting to illustrate a broad range of experience are as follows:

- New undergraduate dormitory 96,200k SF housing facility
- New mixed use 10 story residential and indoor water park with retail
- New Assisted living Facilities
- New Ambulatory Surgery Centers and Multiple OSHPD 3's
- Multiple residential buildings (apartments and condos) 3 to 5 stories with podium construction and parking below
- Mixed use office, retail and housing facilities
- Multiple Cannabis Buildings including agriculture, packaging, retail and extraction
- Multi-story parking structures
- OCSD Sheriff's facility remodel upgrading to Occupancy Category Code IV
- Multiple large warehouses
- Multiple multi-story office buildings
- Fire Stations
- Municipal Event Centers
- Private School Buildings
- Large 5 story Distribution Hub Buildings 4 and 5 Story with multi-million sq. ft. areas
- Three- and Four-Story mini-storage facilities
- Multifamily and Multistory residential projects
- Storage racks and large-scale conveyor structures
- Elderly Care and Child Care Facilities
- Blimp Hangars at MCAS Tustin - Evaluation and Re-Use

All of SFA plan check engineers are Licensed Civil or Structural Engineers or Architects.

SFA prides itself on having a highly experienced group of engineers who are all qualified to do any type of project. This amount of experience within the plan review staff allows SFA to always meet deadlines and streamline any special requests made by the client cities when requested to do so.

D. PROJECT APPROACH

D. PROJECT APPROACH

D.1 Scope of Services

The Project Approach provided by SFA covers all the codes mandated for enforcement by the Building Department. 100% of the plans are received in SFA's Irvine office. The scope of reviews outlined in this Section are delivered as described in the Methodology Section (G.2). The purpose of providing this service is to ensure building code compliance and safety and that buildings and structures are built to minimum standards to safeguard life or limb, health, property and public welfare. SFA will perform building, accessibility, structural, plumbing, mechanical, electrical, use and occupancy classification, general building heights and area, construction type, and other relevant plan review for buildings and structures for compliance with applicable Federal and State laws, building and safety codes and City ordinances. This includes review of structural calculations, T-24 Energy calculations, acoustical reports, geological investigation reports and soils reports. SFA will also review and approve building revisions to plans required during construction. The scope and areas of these codes are as follows:

- California Building Code, 2022 Edition (And whatever Edition goes into effect as mandated by State Law)
- California Mechanical Code, 2022 Edition
- California Plumbing Code, 2022 Edition
- California Electrical Code, 2022 Edition
- California Energy Code, 2022 Edition
- California Residential Code, 2022
- California Green Building Standards Code, 2022
- California Existing Building Code, 2022
- California Historic Code, 2022
- All California Adopted Codes
- All California Statutes which mandate local enforcement
- City Grading Code
- All related State and Local Codes adopted by the City of Lake Elsinore, as well as future adopted codes and ordinances during the term of the contract
- City Policies
- City Interpretations

These Codes are broadly stated in the following sections.

Building Codes

SFA proposes to perform structural, fire-life safety and non-structural plan review of residential, industrial and commercial buildings for compliance to all local ordinances and state code amendments that pertain to local enforcement of building and safety, and for compliance to the

adopted California Codes including Building, Residential, Plumbing, Mechanical, Electrical, Energy and Cal Green. The scope of review may be subject to the direction of the City's liaison.

Since revisions are continually being made to the codes to allow for new methods and materials in construction, it is essential that every jurisdiction maintain a well-trained staff in order to provide quality plan review services. As an extension of City staff, SFA provides such quality enforcement of the Codes and Ordinances.

State Disabled Access Regulations (D.S.A.)

SFA provides comprehensive administration of the Disabled Access Regulations in Chapter 11-B which the Division of the State Architect mandates local jurisdictions to enforce through the Building Safety Department. This applies to both new and existing buildings. SFA staff has four CAsP professionals and is qualified to interpret and enforce access regulations and also has the expertise to review requests for "Unreasonable Hardship" applications and recommend action should the City so desire.

State Disabled Access Regulations (H.C.D.)

SFA also administers the new Multi-Family Disabled Access Regulations in Chapter 11-A which local jurisdictions are mandated to enforce by the State Department of Housing and Community Development. These standards pursue a different approach than the D.S.A. regulations in that they apply to non-transient residential projects such as apartments and condos that are multi-family developments. SFA has experience in reviewing plans to which these relatively complex standards apply.

State Energy Regulations

SFA provides energy review in accordance with the current Energy Regulation requirements. SFA will incorporate the proper detailing and documents in the plans for use by both the inspector and the builder, facilitating improved field relations and quality of the end product. Here also, emphasis is placed on attendance at energy seminars to obtain updated information and training in the energy regulations and the use of related forms. These regulations have become increasingly complex and are more challenging for developers to comply with.

Federal Flood Plain Regulations

Many jurisdictions have areas that, due to either their proximity to water or their elevation, are subject to federal flood plain regulations. If so desired, applicability to each project will be checked and addressed during the plan review stage. This alerts the developer at the earliest possible time in order to allow for advance planning. This is particularly important at the grading stage and in determining finish floor elevation of the proposed buildings.

Soils Engineering

SFA responds to the critical nature of proper building pad and site design as they apply to proposed structures by anticipating potential problems and addressing them at the plan review stage. Staff will review soils reports and verify implementation of their design recommendations and parameters into the structural design of the building as part of the building plan review. When subject to Flood Plain, Liquefaction Zone or Alquist-Priolo Fault Zone criteria, SFA will review for such compliance when so directed by the City.

Certified Access Specialist

SFA will provide the services required under the recent Senate Bill 1608 which mandates cities to comply with the new CASp regulations. **SFA has four (4) CASp professionals;** Scott Fazekas, Brett Archibald, Kyle Tonokawa and Kam Chitalia are all CASp Certified.

The Certified Access Specialist shows a level of competency in not only California Access Regulations, but in both federal and state laws and how both citizens and the City are affected. This often benefits the City when City projects are done under Title II of the ADA.

CalGreen

SFA has LEED AP credentialed staff and California Build it Green Credentialed staff which provides evidence of familiarity with the changing regulations in Green Building Standards which the City must also enforce. The CalGreen requirements have grown in scope of application which now have increased application of mandatory features in new construction such as EV Charging Stations and environmental features. Sustainability is now a part of ensuring property protection and value.

California Historic Code

Built communities which have older structures may have buildings which are eligible to be categorized as historic properties. When this occurs, the Historic Code provisions apply relaxed standards in some areas which are more appropriate for these building, allowing them to be restored in compliance with the codes under which they were originally constructed.

California Existing Building Code

This code establishes slightly reduced standards for compliance when an existing building requires being brought up to code due to an occupancy change, for example.

Ordinances, Other Policies

SFA's reviews are tailored to cover all areas of building plan review applicable to the City of Lake Elsinore such as adopted Ordinances or Policies.

Inspection

SFA proposes to offer staffing inspection support. We would work with the City in selecting a mutually acceptable individual with the appropriate skill and credential level for the types of projects needed. The rate would be based on the experience level of the selected individual.

D.2 Methodology & Breakdown of Tasks

SFA proposes to provide Building Plan Check Services with ICC Certified Plans Examiners and licensed professionals from SFA's office in Irvine, CA. All of SFA plan check engineers are licensed Professional Civil or Structural Engineers or Architects. All projects produce typed plan check correction lists with each submittal and resubmittal until final approval and transmittal to the City of Lake Elsinore. The plan review staff are always available to answer any technical questions of the City and applicant/design team regarding corrections, codes and regulations to encourage complete resubmittals.

SFA's process ensures due dates are always honored by assigning work to the engineers quickly and closely tracking the plan review process as defined in this section. The following flow chart illustrates how SFA views, routes, and communicates during the plan review process from

[illegible]

SFA prides itself on providing top notch “the applicant always comes first” service. SFA’s Customer Service starts with providing plan reviews that are consistent, technically thorough, competent, clearly written, constructive and timely. From start to finish, due dates are transparent and the plan check engineers are available to discuss and clarify any questions in a professional and courteous manner. When the plan check engineers see solutions, they will articulate suggestions. Plan check engineers at SFA have the goal of moving each project as quickly as possible through to approval while achieving code compliance. **SFA delivers 38% of plan reviews early.** Plan review correction lists are a critical communication tool with the applicants and ensures corrections are clearly defined to the applicant to minimize rechecks and maximize applicant satisfaction.

Tailored Plan Check Services Approach

Scott Fazekas & Associates, Inc.

Agency Information List

SFA provides a plan review service which is tailored to the specific needs of each client by using a customized Agency Information List which documents policies, interpretations, ordinances, routing, and communication rules, etc. Whenever the City wishes to implement a change or addition to the list, SFA will update the list and distribute it to all plan check staff to notify them of the change and it is also updated on the Agency Info List Portal. When technical directives are added to the Agency Information List, these items are often incorporated into the Lake Elsinore Correction List Template, insuring that specific critical items are incorporated in each review when applicable.

Transmittal Form

SFA's Transmittal Form is tailored for use specifically with building plan checks. Besides serving to document enclosures, it serves as a good communication tool to alert the permit technician of items which are critical at the permit issuance stage. Some examples are 1) when special inspection is required, 2) when another agency approval is necessary, 3) if the building official was involved in an interpretation and should be given a chance to review the project, and 4) if additional review fees are due as well as other topics. This form works in conjunction with the Agency Information Sheet and establishes a clear working relationship between SFA and the City of Lake Elsinore.

Correction List

In order for the plan checks to reflect the City's specific administrative preferences, policies, interpretations and routing protocols, SFA uses a customized, City of Lake Elsinore Correction List Template which ensures that specific requirements requested by the City are flagged. Separate from the City's specific template, SFA has both Residential and Commercial standard correction lists which are continually being updated. They provide good review guidelines with referenced code sections that aid in compiling the final Correction List.

SFA Plan Log System

The SFA Plan Log System is software suite that provides centralized data management for the plan review process. This allows SFA to:

- A.** Login – Record all information associated with each project
- B.** Generate Reports
 - 1. Scheduling – Efficiently assign plans based on plan checker workloads
 - 2. Productivity – Measure and monitor plan review efficiency
 - 3. Capacity – Monitor the workload capacity of each plan reviewer
- C.** Status to Applicants – Over the phone via Admin Staff or SFA's website
- D.** Track – Plan review progress throughout the plan review process
- E.** Logout – Route completed plans to the Applicant or City (City's Option)

Some additional features of the SFA Plan Log System are:

- Fee calculation and tracking for all hourly projects such as revisions or deferred submittals.
- Automated invoice generation to help prevent clerical and mathematical errors.

- A Scheduling Report is generated daily which displays the currently assigned 10-day workload for each plan checker and all projects received that day. This report is used to ensure each project has the proper time available to complete a proper review. This process also serves to identify projects experiencing delays with numerous re-checks so they can be addressed.
- Maintains all SFA holiday and vacation calendars to ensure assigned workloads are accurate and achievable.
- A Due Report is generated nightly and delivered as a reminder, to each plan checker containing all the projects due the next day to ensure deadlines are achieved.
- A Status Report is generated which includes the turnaround time for all projects. This serves as a double check that projects do not go out late.
- Advanced search features which help streamline projects by assigning projects at the same address to the same plan checker who performed previous reviews.
- Customizable fee structure and review schedules for each client with automated generation of fees and due dates to prevent clerical and mathematical errors.

Plan Review Login

SFA can receive plans both physically and electronically. All projects received by SFA are entered into the SFA Plan Log System. Plans can be received via numerous methods such as UPS, Courier, Email, etc. SFA has experience with multiple different municipality software services and transfer methods such as Accela, Viva Civic, Eden, E-Plan Soft Review (EPR), Sire, EnerGov and Bluebeam Studio. SFA can easily accommodate the needs of any City system and interface for plan review, processing, correction delivery and plan approval.

Plan Assignment/Routing

After plans have been logged in, the SFA Plan Log will recommend plan reviewer assignments based on previous reviewer history for rechecks and plan checker capacity for initial reviews. Plans are promptly routed to the plan check engineer with an assignment tag and the due date, so the engineer can schedule their time accordingly.

Status, Tracking and Reports

The details, status and progress of each plan review is tracked in the SFA Plan Log and can be provided to the applicant over the phone, email or SFA website as directed by the City. The self-service status portal accessible via the SFA website provides detailed status for each project such as; the assigned plan checker, due date, completed date, shipping date and shipping method.

Upon City request SFA can generate specific reports from the SFA Plan Log System. This allows for full transparency of the plan review process. The reports include information such as:

- Dates received, reviewed, checked, notified and also how shipped.
- Tracking status
- Plan Check Engineer's name, contact information, where and how to respond and resubmit for recheck
- Correction Lists
- Special Notes to flag unique project-specific items.

All email correspondence is sent in either electronic file or as pdf format based on the document type and depending on the City's preference.

Plan Review

The plans are distributed by the administrative staff to the assigned plan check engineer's office and tagged with a due date and any unique notations specific to each project. This is done within 24 hours of intake. The plan check engineer reviews the City Application paperwork and compares the scope of the application with the plans. The review will incorporate any items from the Lake Elsinore Correction List Template that apply, as well as applicable policies from the Lake Elsinore Agency Information List. Once the direction and scope are clear and any City-specific issues that apply are understood, the comprehensive review of the plan is done. The plan check engineer will use the appropriate SFA Standard Correction List as a guide to ensure that a quality review results. The SFA Standard Correction List is extensive and updated every three years in accordance with the California Code update cycle. The end product will result in a Correction List that clearly states what areas need to be addressed including references to code sections, ordinances and/or city policies. In the case of rechecks, all resolved issues are deleted from the corrections and unresolved issues retain the initial correction(s) that are not yet resolved with a follow-up correction in bold as to why specifically it remains unresolved. An electronic copy of the corrections can be emailed to the City if requested on expedited projects or if desired for all plan checks.

Electronic Plan Check

SFA has significant experience providing electronic plan check services. SFA can accept plans in any City format. Commonly used methods are; Dropbox or other filesharing service, Bluebeam session or email attachment. Each Plan Check Engineer has a dedicated electronic plan review station equipped with dual 43" 4K monitors. Bluebeam Revu is the preferred and primary software; Adobe Reader can also be utilized.

SFA uses Digital Signatures for plan reviews performed electronically. The digital signature provides authenticity; trusted 3rd party verification that the signature was issued by SFA. The digital signature provides integrity protection; ensuring that no modifications were made to the plan after the signature was applied. The digital signature also provides non-repudiation; proving that SFA is the only entity that could have generated the signature.

In addition to the standard electronic plan check tools, when requested by the City, SFA can utilize a City-provided environment to perform plan review in their system over a Virtual Private Network (VPN) connection. SFA has experience with multiple different municipality software services, VPNs and processes.

Correction List Format

During the plan review process corrections are written to cite specific issues and where appropriate, identify the location on the plans where the conditions apply as well as the code section. To enhance **fairness** to the designer with the Correction List, the format is such that upon recheck, all the corrections which are resolved by the designer's response are deleted/dropped from the list; only the unresolved items remain. The initial corrections that are unresolved remain in light font for reference with the follow-up correction clarification as to what remains outstanding and why, typed in bold font. This lets the designer (and owner) see

that it is not a new correction that was added but was simply not resolved by the designer, and why. Plan check correction lists are typed using Microsoft Word and sent via email to the City and/or applicants as desired by the City.

Communication with Applicants

During the plan review process SFA has multiple mediums with which to communicate with applicants. The method selected is intended to be the most convenient, timely, efficient, inclusive to all relevant parties, and which medium the design team has available to them. SFA lists the communication tools currently being utilized in daily operations:

- In person meeting with applicants in SFA's Office
- Zoom or Teams meetings
- Conference call dial-ins
- Combination of Bluebeam shared on-line viewing with conference call to discuss plans.
- Phone
- Fax
- Email and pdf

Considerations such as the location(s), number of participants and complexity of the subject matter play a role in how the method of interaction is selected.

Preliminary meetings may be virtual or in person. SFA attends meetings in City Hall when requested by City Staff. Phone consultations are available to the City on any topic, regardless of whether or not it's for a project worked on by SFA. **Code issues are addressed as a courtesy with no charge.** SFA is always available to answer technical questions to the public, including inquiries regarding building and safety codes and regulations.

Applicants can also obtain status on their plan review by either calling SFA's office and doing a status check with our administrative staff or by going to our website. Some Cities do not want status released to the Applicant and these applicants are directed to call the City.

SFA's plan check staff work in Irvine, not remotely. Staff regularly take phone calls throughout the day in real time and assist applicants and the design team with questions regarding their projects. If they are in the middle of a critical review stage, on the phone or in a meeting they return the calls, usually within a 2-hour window.

Plan Review Logout and Delivery

When the applicant and/or design team have resolved corrections through the resubmittal and recheck process and have shown compliance with all applicable codes, ordinances, state and federal laws as well as City Policies and Interpretations, SFA will return the plans with a Transmittal. Digital plans will be stamped and locked or unlocked as requested by the City depending on internal administrative processing preference. The stamp indicates the plans have been "reviewed for code compliance". The plan will then be logged out/approved in the SFA Plan log when it has been delivered back to the City and/or Applicant as directed by the City.

Staff Training

SFA has multiple ways to maintain ongoing training to stay updated on continuously changing codes and statutes that affect the building industry. All staff attend code update classes at every three-year code update cycle as well as annual Calbo Ed Week classes. We participate in monthly ICC Chapter Meetings in more than one region and regularly participate in the Orange Empire Chapter's Code Committee which addresses new and critical policy issues. SFA also has regular in-house staff meetings to summarize industry trends and promote uniformity of plan review practices. Having all plan check staff working in one office location also promotes ongoing dialogue and information sharing on a daily basis.

Applicant Questionnaire

SFA provides Applicant Questionnaires at the time of initial review for the design/developer team to complete after the review process is complete. This allows follow-up of any potential process issues but also lets the plan check team know they're open to receiving comments. SFA only implements this when requested by the City, as agencies often have their own quality control measure preferences.

City Role/Time Involvement

It is the ultimate goal of SFA to reduce or eliminate the effort by City staff needed in the plan review process. Since SFA works at the pleasure and direction of the City, the City has the right to determine what, if any, involvement they have. SFA is simply an extension of the City staff as an as-needed resource. Some information and effort required of the City to perform services that would help SFA perform plan review services more efficiently would be as follows:

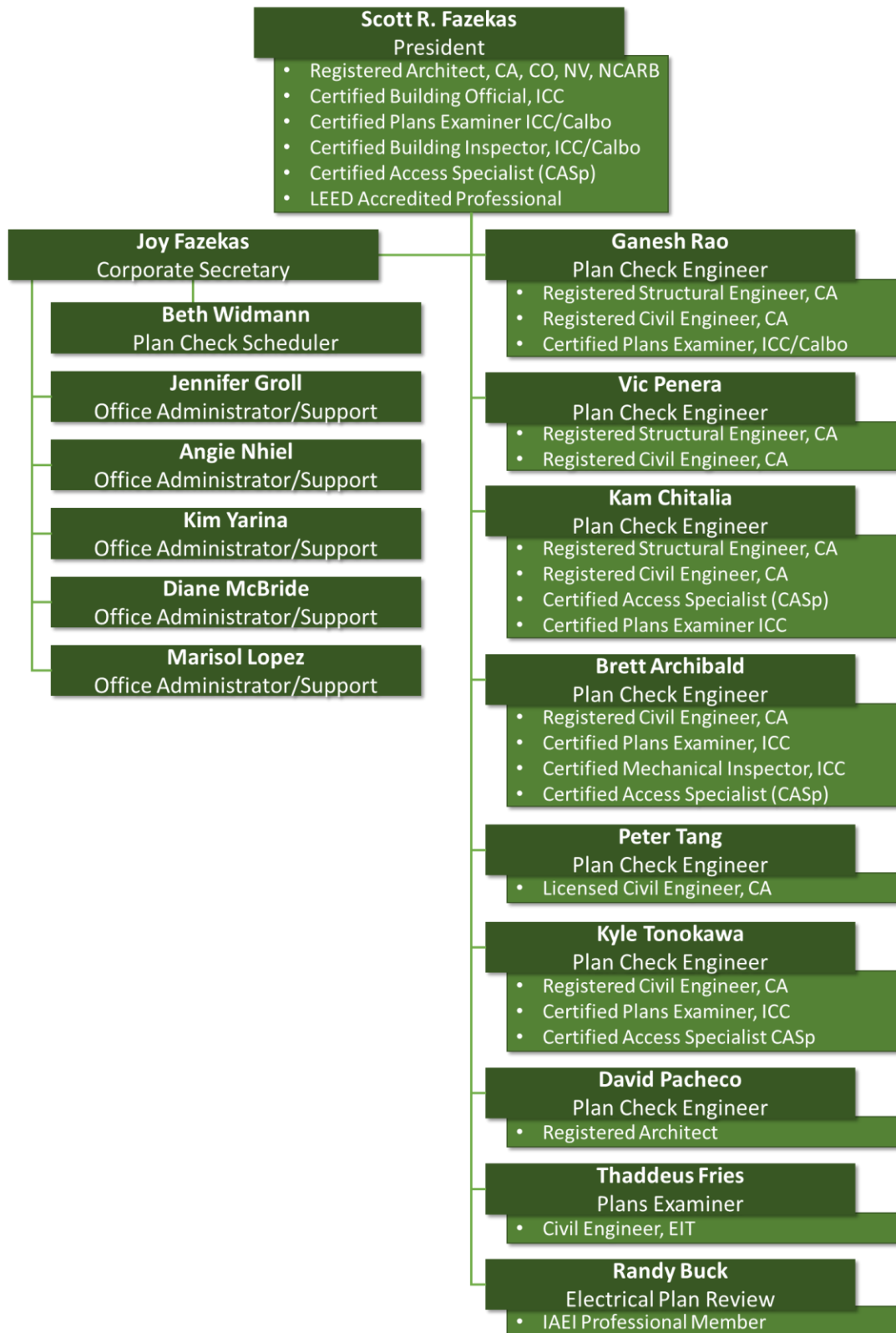
- Copies of Code Adoption Ordinance.
- Copies of, or verbal explanation of, any written Policies on Code Interpretations.
- Copies of any administrative policies on plan routing with applicants.
- List of City contacts, roles, phone numbers, etc. to allow efficient interfacing for communication and coordination between SFA and City staff when necessary.
- Copies of Application Forms with each plan review assigned to SFA by the City.

D.3 Additional Services

- SFA will provide any additional services within the scope of SFA's professional consulting expertise, as needed, on an hourly basis. Consultations requested by the Building Official are without charge unless it involves a more extensive assignment.
- As the primary contact for the City of Lake Elsinore, Scott Fazekas is a CASp and has a strong background in access regulations. He is available to consult on City projects regarding Title II, ADA since cities are subject to federal law as well as state.
- Some cities have a discretionary review process in which preliminary review and input is solicited from several departments/divisions. SFA does reviews for these if requested. The review is brief and intended to look for major items that may be obstacles to their proposed project design or may simply result in conditions of approval. The intent is to bring major concerns to the applicant's attention at an early stage to avoid costly investments in developing plans prior to resolving the issues. This is often done by the City's Building Official; however, the Building Official may choose to delegate this responsibility to SFA.

E. SFA KEY PERSONNEL

E. SFA KEY PERSONNEL
E.1 Organization Chart



SFA Key Personnel

The plan check engineers available to the City of Lake Elsinore are all licensed professional architects or engineers, each of which performs comprehensive building, plumbing, mechanical, electrical, energy, disabled access, green building and City ordinance and policy reviews consistent with the administrative protocols as directed by the City's Building Official.

The SFA plan review team are trained in the format required by the City for plan review and are available on an as-needed basis to receive, schedule and deliver on-schedule plan reviews.

SFA's activities in professional organizations are represented in the resumes of Scott Fazekas and the team of plan check engineers. Mr. Fazekas has served on committees, and lectured at seminars, for the two primary organizations which represent building safety professionals: I.C.C. and Calbo. He served four years on I.C.B.O.'s General Design Code Development Committee which then became the Structural Code Review Committee in 1999. He also served six years on the ANSI A117 Committee which develops the accessibility standards used in the federal and state access regulations. One of SFA's senior plan check engineers, Ganesh Rao, S.E., has developed and instructed the Calbo Structural Code Update Seminar for the C.B.C. Additionally, Vic Penera, S.E., served as Chairman of the I.B.C. Structural Code Development Committee and was involved in the drafting of the 2000 I.B.C. structural provisions. Brett Archibald, one of SFA's plan check engineers, took the initiative in developing both a commercial and a residential checklist for the 2010, 2013, 2016, 2019, and 2022 California Codes. This has been shared with local I.C.C. Chapters and client agencies. Staying abreast of the code industry is key to SFA's philosophy of serving as a highly-trained extension of the City's staff.

E.2 Principal/Project Manager & Resume

Name	Qualifications
Scott R. Fazekas, President AIA, NCARB, CBO, CASp LEED AP	Registered Architect, CA Colorado, Nevada, NCARB Certified Plans Examiner ICC/Calbo Certified Building Inspector, ICC/Calbo LEED Accredited Professional, LEED Certified Access Specialist (CASp) DSA Certified Building Official, ICC
	Building, Plumbing, Mechanical, Electrical, T24 Energy, Accessibility, CalGreen

Scott Fazekas, as Principal and Project Manager will be responsible for the administration of services and seeing that services are tailored to the specific needs of the Agency. He has managed consulting plan check and building safety services for over 36 years. He will also perform plan reviews and assign which employees will work on each given project. Mr. Fazekas is Past President of the Orange Empire Chapter of I.C.C. and has served on the Code Development and Education Committees. He also serves in the capacity of Building Official for two cities and stays abreast of changing regulatory trends.

Mr. Fazekas has a hands-on approach for managing all of SFA's clients. He is available personally for questions from Building Officials and other City staff as well as applicants and interacts daily with all of SFA's plan check engineers relating to code questions or other difficult issues that may arise during the course of a plan check.

EDUCATION

Bachelor of Science in Architecture, California State Polytechnic University, 1980
Supplementary Structural Course Work, California State University, Fullerton, 1984

PROFESSIONAL REGISTRATION

Licensed Architect, California, C-19012, Colorado, Nevada, NCARB

CERTIFICATIONS

LEED Accredited Professional, LEED
Certified Access Specialist, DSA CASp-063
Certified Building Official, I.C.C. 808505-CB
Certified Plans Examiner, I.C.C., C.B.C. 808505-K-6
Certified Building Inspector, I.C.C., C.B.C. 808505-K-1

EXPERIENCE

Mr. Fazekas is President of Scott Fazekas & Associates, Inc. (SFA) which provides building official, building plan check and building inspection services to governmental agencies. He has interfaced with architects, engineers, designers, contractors, plan checkers, inspectors, developers and building owners to achieve code compliant building construction through the application of local, state, and federal codes and regulations.

Mr. Fazekas has 50 years of progressive experience working in and for building departments. Prior to starting SFA, he was employed by BSI Consultants, Inc. (currently Bureau Veritas) as a Senior Vice President and Division Manager of the Building Safety Division. He was responsible for starting, developing and managing the Building Safety Division for 11 years. During that time, he served as building official in California and Washington jurisdictions and oversaw plan review services for more than one hundred client agencies. He also founded and served as President of Employment Systems Inc., which was a corporation dedicated to municipal staffing needs. Before his term with BSI, he spent 13 years working for the building divisions in the Cities of Newport Beach and Costa Mesa where he worked his way through all levels in the departments from clerk to permit technician, inspector and plan check engineer.

Mr. Fazekas has plan checked buildings which encompass the full spectrum of building types and occupancy groups and has served as building official for over twenty jurisdictions through long term and interim contract arrangements. He has also contributed to both the design and code enforcement professions by regularly lecturing at code-related seminars and classes for Calbo and ICC. He served six years on the American Institute of Architects Building Performance and Regulations Committee where he, as AIA's representative, voted on the ANSI A117.1 Disabled Access Standards. He also served four years on I.C.B.O.'s General Design/Structural Review Committee and on the Orange Empire Chapter of I.C.B.O.'s Code Change Committee. He has served on the local Orange Empire Chapter of ICC's Board and was President in 2005. He has served as both contract and interim Building Official for over 20 jurisdictions during his last 38 years in the private sector.

PROFESSIONAL AFFILIATIONS

American Institute of Architects (A.I.A.)
International Code Council (I.C.C.)
California Building Officials (CALBO)
Certified Access Specialist Institute (CASI)

E.3 SFA Personnel & Resumes

Name	Qualifications	Type of Review Work
Ganesh Rao, S.E.	Registered Structural Engineer, CA Registered Professional Engineer, CA Certified Plans Examiner, ICC/Calbo	Building, Plumbing, Mechanical, Electrical, T24 Energy, Accessibility, CalGreen

Mr. Rao has diverse design experience of wood, concrete and steel in low, mid and high-rise structures of varying occupancy groups. Now focused in plan review he brings a thorough knowledge of current structural code provisions. He has worked for SFA for 26 years.

Vic Penera, S.E.	Registered Structural Engineer, CA California Structural Engineers Association of Southern California American Society of Civil Engineers; International Conference of Building Officials	Building, Plumbing, Mechanical, Electrical, T24 Energy, Accessibility, CalGreen
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Vic Penera had been with the City of Los Angeles Building Safety with experience in both plan review and supervision. He has worked for SFA for 25 years.

Brett Archibald, P.E. CAsp	Registered Civil Engineer, CA Certified Plans Examiner, ICC Certified Mechanical Inspector, ICC International Code Council American Society of Civil Engineers Build it Green Certification, CA Certified Access Specialist, CAsp	Building, Plumbing, Mechanical, Electrical, T24 Energy, Accessibility, CalGreen
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Brett Archibald has 21 years' experience in residential and commercial plan review. He is responsible for keeping SFA's Correction Lists updated at each Code adoption cycle and is the lead person for Energy Code updates. He is also the primary person in working with IT services and working with client's software and file transfer protocol needs.

Peter Tang, P.E.	Licensed Civil Engineer, CA	Building, Plumbing, Mechanical, Electrical, T24 Energy, Accessibility, CalGreen
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Peter Tang joined SFA after having spent sixteen years in structural design. His expertise in wood-framed structures and rack design has made him a valuable resource. Peter has 20 years' experience in residential and commercial plan review.

Name	Qualifications	Type of Review Work
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Kyle Tonokawa, P.E. CASp	Registered Civil Engineer, CA Certified Access Specialist CASP	Building & Structural, Plumbing, Mechanical, Electrical T24 Energy, Accessibility, CalGreen
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Kyle Tonokawa joined SFA in 2018. He has plan checked and approved plans, design calculations and reports for various commercial and residential buildings and developments for compliance with the California Building Code, State Title 24 Accessibility, ADA and Energy requirements. He has 33 years of combined experience with L.A. City, Anaheim and Irvine Building Departments.

Kam Chitalia, S.E., CBO CASp	Registered Civil Engineer, CA Registered Structural Engineer, CA Certified Access Specialist, CASp Certified Plans Examiner, ICC	Building & Structural, Plumbing, Mechanical, Electrical T24 Energy, Accessibility, CalGreen
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Kam Chitalia joined SFA in 2019. He has provided comprehensive plan check services for all of SFA's client agencies. His reviews include checking for compliance with all state and local codes, ordinances, regulations and City-specific policies. He has 32 years of building safety experience with City of Irvine and SFA and 5 years in the private sector in structural design.

David Pacheco, R.A.	Registered Architect, CA	Building & Structural, Plumbing, Mechanical, Electrical T24 Energy, Accessibility, CalGreen
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David Pacheco recently joined SFA and has been a practicing architect since 1991. He has designed and managed custom residential properties as well as commercial office & retail facilities. He had his own practice for 20 years prior to transitioning into plan review.

Randy Buck, Electrical	IAEI Professional Member	Electrical Review
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Randy Buck provides specialized electrical plan review for all types of commercial and industrial and residential buildings. He worked as Chief Electrical Inspector and then Chief Inspector in the City of Costa Mesa and now works for SFA reviewing Electrical plans and consulting with the plan check staff on electrical code. Mr. Buck is a past President, International Association of Electrical Inspectors (IAEI).

E.4 Subconsultant Personnel (None)

SFA does not subcontract out building plan review services and retains full-time staff who work in our Irvine office, not remotely.

SFA Personnel Resumes

Resumes are provided on the following pages.

EDUCATION

Masters of Science in Civil Engineering, Brigham Young University, Provo, Utah

Bachelor of Science in Civil Engineering, Bangalore University, India

PROFESSIONAL REGISTRATION

Registered Structural Engineer in California S4471

Registered Professional Engineer in California C52721

Certified Plans Examiner, I.C.C. 1136557-60

EXPERIENCE

Mr. Rao has been a building plan check engineer in SFA's Irvine office since 1998. He reviews both commercial and residential plans for compliance with model codes and local ordinances. He has a total of 29 years of progressively involved engineering experience.

Prior to his employment with SFA, Mr. Rao spent eight years in the design field with experience in California, Nevada and Hawaii designing wood, steel concrete and post-tensioned low, mid and high-rise structures. Occupancies which he has performed design work for have included retail, medical, office resort, bridge, industrial, schools, parking structure and hangar facilities.

Some of Mr. Rao's notable projects include two Amazon Fulfillment Facilities of 5-story Type I construction; Education First private school campus with some historic building re-use and new on-campus housing for students; the Ontario Event Center, numerous mixed-use mid-rise structures with parking, retail and housing complexes, many with snow loads in Mammoth Lakes; large-scale cannabis grow farms as well as processing facilities; a 45,000 sf residence in the desert with an airplane wing-like roof using finite element analysis in the design; the Great Wolf Water Park & Resort in Garden Grove with a 10-story hi-rise hotel; elderly care facilities; ambulatory surgery centers; and the Tustin Blimp Hangar evaluation re-use project. He has recently worked on the 62-acre World Energy Paramount project. This project is a biofuel manufacturing/processing facility with extensive overhead process piping as well as administrative and industrial buildings.

Mr. Rao has experience in a variety of geographic regions. His design experience includes projects in California, Nevada, Washington, Oregon, Hawaii and the Territory of Guam. His plan review experience has been in California, Nevada and Colorado. Mr. Rao has reviewed plans for code compliance for residential, tenant improvement, low to mid-rise, tilt-up warehouses, etc. Projects included a three-dimensional finite element analysis of space frame for a mall in the Territory of Guam; Disney Building in Burbank utilizing Haunch moment connections; seismic retrofit of Mattel Distribution Center; an aircraft hangar; and Sony Technology Center in San Diego. Projects also included design and detailing of antenna structure ranging from 30 feet monopole to 400-foot latticed tower.

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

VICTOR A. PENERA

EDUCATION

Bachelor of Science in Mechanical Engineering, California State University, San Diego 1968
Master of Science in Mechanical Engineering, University of Southern California, 1970
Supplementary Structural Course Work, California State University, Los Angeles, 1973-76

PROFESSIONAL REGISTRATION

Registered Structural Engineer, California 1976, S2083
Registered Professional Engineer, California 1971, C21629

EXPERIENCE

Mr. Penera joined SFA in April 2000 as a member of its plan check engineering staff after completing 30 years of service with the City of Los Angeles.

Having worked four years in the Department of Public Works and 26 years in Building and Safety with the City of Los Angeles, Mr. Penera has substantial experience in both design and plan checking of structural systems. In the 26 years he spent with LA Department of Building and Safety, he plan checked a wide spectrum of structures, occupancies and uses; from simple, wood-frame, single family room additions to complex, high-rise, steel office buildings.

During the last three years of his career with Los Angeles Department of Building and Safety, Mr. Penera served as the Deputy Superintendent of Building in charge of the Engineering Bureau. As Chief of the Engineering Bureau, Mr. Penera oversaw a staff of 175 engineers, technicians and clerical staff responsible for the checking for compliance of state and local regulations related to building, electrical, plumbing, mechanical and zoning issues.

During this term in management, he oversaw ordinance adoption, council presentations, counter processes, programs for large scale preliminary review meetings, proprietary product listings, tracking and approvals and Alternate Methods and Materials Requests (AMMRs).

During his time with SFA, Mr. Penera has performed comprehensive plan reviews of the full range of construction and occupancy types of both small to large scale projects. His career experience, credentials as a structural engineer and management experience have honed his abilities as a plan check engineer.

Mr. Penera was active in the development of the first International Building Code (IBC). For one year he served on the Steering Committee for the development of the first draft of the IBC and for two years served as Chairman of the Structural Subcommittee to draft the structural engineering chapters (Chapters 16-26) of the proposed IBC.

PROFESSIONAL AFFILIATIONS

Structural Engineers Association of Southern California (SEAOC)
American Society of Civil Engineers (ASCE)
International Conference of Building Officials (ICC)

EDUCATION

Masters of Science, Civil Engineering, Clemson University, South Carolina
Bachelors of Science, Civil Engineering, Bombay University, Bombay, India

PROFESSIONAL REGISTRATION

Structural Engineer, California (S3661)
Civil Engineer, California (C40594)

CERTIFICATIONS

ICC Certified Building Official (858212)
ICC Certified Plans Examiner (858212-06)
Certified Access Specialist (CASP-959)
Building Official Leadership Academy (BOLA) Graduate
Certified Post-Disaster Assessment Program (SAP) Evaluator
Certified Post-Disaster Assessment Program (SAP) Coordinator

EXPERIENCE

Mr. Chitalia is a Building Plan Check Engineer with Scott Fazekas & Associates, Inc. (SFA) where he provides comprehensive plan check services for all SFA's client agencies. His reviews include checking for compliance with all state & local codes, ordinances, regulations and City-specific policies.

Mr. Chitalia's career began in 1984 where he worked in the private sector in structural design firms for 5-1/2 years where he designed multi-story buildings of steel, masonry, concrete and wood. In 1989, he began his career with the City of Irvine. His positions ranged from Associate Engineer to Senior Engineer to Principal Engineer, and he ultimately became the Chief Building Official/Manager of Building & Safety. During his 20 years of progressively responsible roles, he reviewed OSHPD projects for the State, complex multi-story structures including hi-rises, shopping centers, fire stations, condos, apartments, parking structures and churches. During a 9-year period as Principle, he supervised in-house staff that managed reviews of over \$12 billion valuation. As Building Official, he interacted with local Fire (OCFA), Water District (IRWD), and County Health (OCHCA) and supervised over 80 staff members.

PROFESSIONAL AFFILIATIONS

California Building Officials (CALBO)
International Code Council (ICC), Orange Empire Chapter
Certified Access Specialist Institute (CASI)

KYLE B. TONOKAWA

EDUCATION

Bachelor of Science in Civil Engineering, California State Polytechnic University, 1985

PROFESSIONAL REGISTRATION

Registered Civil Engineer, CA (C43738)

CERTIFICATION

Certified Access Specialist (CASP), DSA CASp-0642

EXPERIENCE

Mr. Tonokawa is a plan check engineer in SFA's Irvine office. He provides plan reviews of all types of construction and occupancy groups. Through his 33 years of municipal building department career, he has gained diverse experience in zoning reviews, testing of proprietary construction products and listing, grading reviews and geotechnical report reviews and management of plan check staff in addition to comprehensive plan review responsibilities.

Mr. Tonokawa began his career in 1985 as a plan check engineer with the City of Los Angeles where he worked for 13 years providing building, zoning and grading plan reviews. He then spent nine (9) years as Senior Plan Check Engineer with the City of Anaheim where he handled major projects, as well as code interpretation resolutions and project flow and scheduling. His most recent position before joining SFA was 11 years in the City of Irvine as Senior Plan Check Engineer where, in addition to complex plan reviews, he handled staff training, inter-departmental representation and interfacing with consultants in providing plan review services. He was also responsible for the implementation, coordination and daily operation of Irvine's Tidemark permitting system and its later upgrades.

Mr. Tonokawa has reviewed numerous mid and hi-rise structures in his career. His reviews have included wrap-around mid-rise condos around parking structures, industrial complexes, hazardous material storage & processing, assembly buildings, private schools, churches, apartment complexes, offices, retail complexes & malls, essential services facilities and oil refinery projects.

Some of Mr. Tonokawa's large projects are as follows: Twin 20-Story Office Towers in the Irvine Spectrum, 15-Story Marriott Hotel at the Irvine Broadcom Campus, 997-Unit Park Plate Apartments and Parking Garage, Tower of Terror at Disneyland, Garden Walk Shopping Mall at Disneyland, Finding Nemo Submarine Voyage at Disneyland, 77th Street LA Police Facility, and World Energy Paramount 62-Acre Bio Fuel Processing Facility.

During his term in Los Angeles, he was responsible for reviewing, working with applicants and manufacturers to determine test protocols for proprietary products. He reviewed test data for a range of proprietary products such as sprayed fireproofing, engineered lumber products, viscous seismic dampers and roofing products.

PROFESSIONAL AFFILIATIONS

Calbo - Post Disaster Safety Assessment Evaluator

California Office of Emergency Services - Essential Engineering Duties

International Code Council, (I.C.C.)

EDUCATION

Bachelor of Science in Engineering, California State Polytechnic University, 1994

PROFESSIONAL REGISTRATION

Registered Civil Engineer, California, C59691

EXPERIENCE

Mr. Tang has been a plan check engineer in SFA's Irvine office for 18 years. He reviews both residential and commercial plans for compliance with model codes and ordinances. With a background in forensic investigations on wood-framed structures, he is particularly well versed in wood structures.

Over an 18-yr. period, Mr. Tang has been exposed to a variety of engineering design assignments with three different structural design firms. He was employed by Seismic, Inc. in Pomona; Ficcadenti & Waggoner Structural Engineers in Irvine; and John A. Martin Structural Engineers in Los Angeles.

Mr. Tang has been an excellent supervisor to junior plan checkers in the area of wood framing. His expertise in rack design has also made him a valuable resource in the review of increasingly large rack systems.

In his engineering design years, Mr. Tang was a project designer on Fresno State's Savemart Center, a steel and concrete sports area; the Pacific Grand Resort, a steel conference center in Huntington Beach; the Westpark Tiempo Community in Irvine, a seismic retrofit of homes; and the Casa Gateway Condos in Pacific Palisades, a seismic evaluation of 3-story homes.

Through the current contract with the City of Norwalk, Mr. Tang worked in-house at the City one day per week for almost 8 years. He worked with applicants to answer code questions and to resolve plan check issues for both his projects as well as those of other SFA plan reviewers. His personality allowed him to be a successful ambassador. Mr. Tang is one of two key engineers responsible for doing electronic data entry to client agencies and assisting others with computer entry protocols.

Mr. Tang is one of SFA's engineers responsible for, and adept at, data entry into client plan log systems. He is familiar with the specialized needs which are unique to SFA's clients. His long tenure with different software systems has made him effective at troubleshooting areas which can be improved when new systems or changes occur. He has set times scheduled for his data entry responsibilities.

BRETT A. ARCHIBALD

EDUCATION

Bachelor of Science in Civil Engineering, California State San Diego, 2002
Structural Emphasis in Course Work

PROFESSIONAL REGISTRATION

Registered Civil Engineer, California, C69206

CERTIFICATIONS

Certified Plans Examiner, I.C.C. 5114159-60
Certified Mechanical Inspector, I.C.C. 5114159-41
Build It Green Certification, CA
Certified Access Specialist, DSA CASP-122

EXPERIENCE

Mr. Archibald is one of SFA's professional staff in the Irvine office. He has 19 years of experience with SFA reviewing both residential and commercial projects. He is responsible for tracking changes in T-24 Energy Regulation and updating all staff.

Mr. Archibald started internship with SFA during college summer breaks and immediately started full-time upon graduation in 2002. He has performed reviews of all construction types and occupancy groups during his tenure including new structures, additions and alterations.

Mr. Archibald has experience in plan checking a variety of projects including single and multi-family housing, tenant improvements, new commercial and industrial buildings, seismic retrofits, tilt-up warehouses, etc. These projects involved structural systems such as wood framing, light gauge steel, moment frames, cantilever columns, concrete and masonry.

Mr. Archibald has taken the lead role of developing and updating SFA's Commercial & Residential Standard Correction Lists used by the entire plan check team. He has also been the key plan check engineer to follow all the T-24 energy updates and is the "go to" person for energy questions. As a CASp, he also maintains updated training as a CASI member.

Mr. Archibald is one of two key staff engineers that take the lead role in assisting clients with implementing electronic plan reviews as well as doing data entries in the client's tracking system when needed. He has been instrumental in assisting clients in the process of implementing digital plan review for plan intake and review. He is also SFA's key representative when client's software systems change and protocols change or when SFA is initiating services with a new client. Mr. Archibald also has set scheduled times when he does data entry for SFA's projects being logged in to client databases.

Mr. Archibald has also been instrumental in helping to establish tailored documentation for some of SFA's newer clients or clients which are modifying procedures or policies. His computer skills have assisted in the coordination of SFA processing with the needs of clients.

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
Certified Access Specialist Institute (CASI)

EDUCATION

Electrical Engineering, California Polytechnic University, San Luis Obispo, CA
Whitworth College, Spokane, WA

EXPERIENCE

Mr. Buck works for SFA to provide electrical plan review services on large or complex projects and interfaces with all plan check staff as-needed on unique electrical code issues. He has worked for SFA since his retirement from Costa Mesa in 2017.

Mr. Buck has worked in the electrical industry for the past 40 years, starting as an electrician, electrical contractor and then entering the public sector as an electrical inspector for the City of Costa Mesa. He retired after 30 years of service as the Chief Inspector and Electrical Plan Checker for Costa Mesa. He presently teaches electrical code and ordinances for the International Brotherhood of Electrical Workers (IBEW).

During his 30-year tenure with the City of Costa Mesa, he plan checked and inspected the electrical on large multi-family residential complexes and numerous commercial facilities. Some notable projects were the Segerstrom Concert Hall which was a large, complex project on an extremely tight timeframe; Triangle Square which had large fault current, generator and an EM lighting system; and Toyota Racing Development (TRD) which had large dynamometers which were unique, custom, one-of-a-kind equipment for their test facility.

Prior to his experience with the Costa Mesa Building Division, Mr. Buck worked for two Electrical Contractor firms: Foster Electric & Engineering and Walker Electric. He worked 4 years with Foster Electric doing oil refinery hazardous location installations, restaurants and industrial food processing conveyors. With Walker Electric, he worked for 6 years doing large residential complexes up to 750 units, subterranean parking, tennis courts, a community building with racquetball courts, gym, streams, and pool.

Along with his present duties performing plan reviews with SFA, Mr. Buck teaches at the NJATC (IBEW Training Building) in Santa Ana. The program he teaches is accredited for Santiago Canyon Community College. His coursework covers compliance, calculations, and interpretation with the Electrical Code.

PROFESSIONAL AFFILIATIONS

International Association of Electrical Inspectors (IAEI), Past President
IAEI Professional Member #6034372

F. PROJECT SCHEDULE

F. PROJECT SCHEDULE

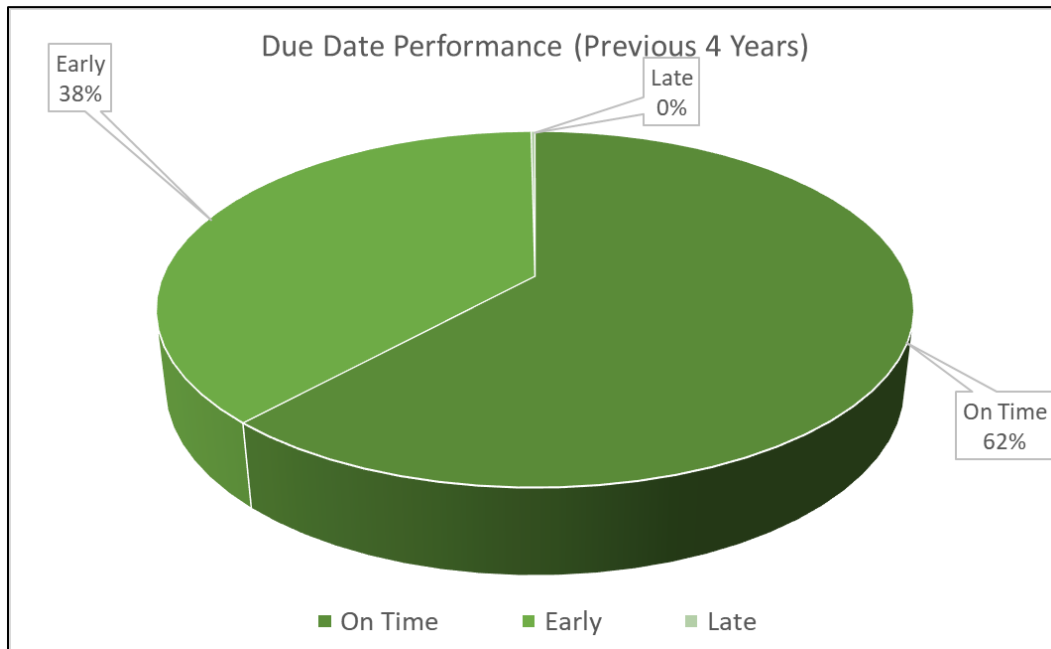
F.1 SFA's Method of Meeting Time Schedules

SFA will meet or exceed the City's expectations for turnaround times. Minor projects including single-story residential and commercial alterations or additions will be scheduled with a 10 working days turnaround time. Unique, large or complex projects would be as agreed upon in advance by the City's representative. Rechecks or revisions will be scheduled with a 5 working days turnaround time. Phone calls are returned the same day and are either taken at the time of call and usually within a 2-hour window. Monthly statistics are provided with the invoices showing which projects were completed during the preceding month. Additional reports are available as requested by the City. Any additional duties requested by the City would meet the agreed upon expectations of the City.

SFA has worked with its clients on numerous projects which have required preliminary meetings, condensed schedules, phased reviews, and tight goals on permit issuance deadlines.

A Daily Turnaround Report is run and reviewed by management to **verify that all deadlines are being met or exceeded.**

As shown in the following chart, SFA has performed over 33,000 reviews in the previous 4 years, during that time 38% of the reviews have been completed prior to the committed due date, 62% on the due date and 0% late. SFA's commitment to its clients to deliver plan review services on time is unparalleled.



SFA proposes the timeframes in the following table to perform plan check services for the City of Lake Elsinore.

Plan Check Services	SFA Timeframe for Delivery
New Single-Family Dwellings	10 Working Days
New Multi-Family Dwellings	10 Working Days
New Commercial/Industrial	10 Working Days
Tenant Improvements	10 Working Days
Residential Additions/Alterations	10 Working Days
Subsequent & resubmitted plan check; all plan review types	5 Working Days
Expedited Plan Check:	As agreed upon – usually 5 Working Days
Field Revisions for permitted projects which are under construction:	3-5 Working Days

F.2 Managing Time Schedules

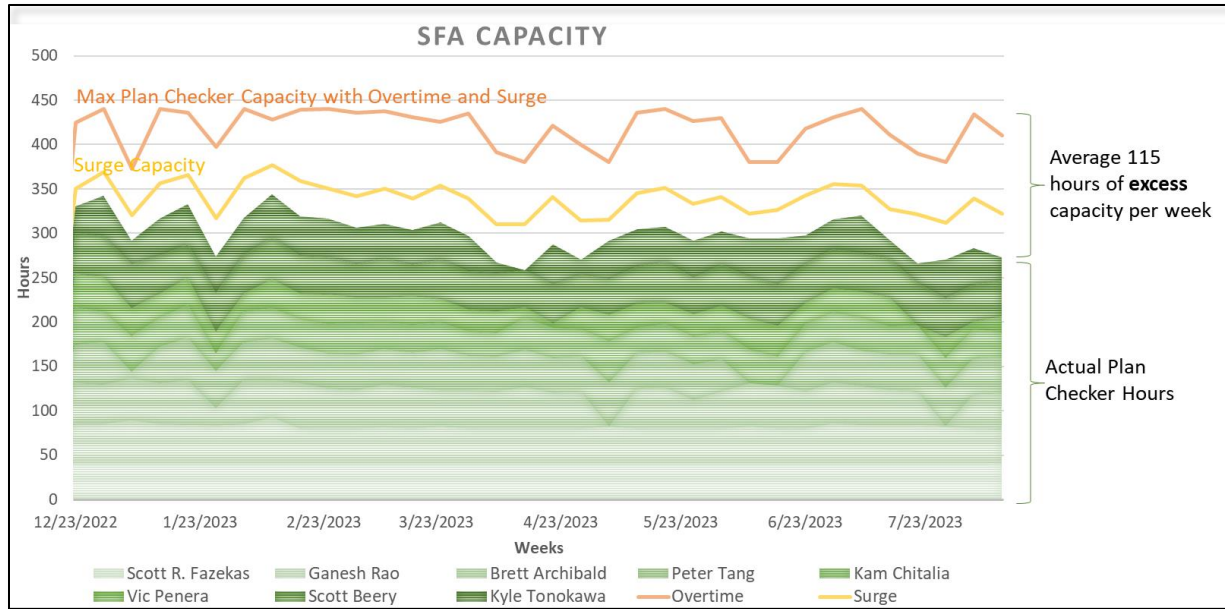
Scott Fazekas, President of SFA, will personally be managing the time schedule and assures the City of Lake Elsinore that he will make sure all deadlines are met.

F.3 Resource Allocation

The SFA admin staff performs all non-plan check related activities to enable plan check engineers the capacity to efficiently focus only on plan review.

All of SFA plan check engineers are hourly, not salaried, so they are compensated for all overtime worked. This structure allows SFA the depth of resources when assignments are received to have any or all engineers do overtime in order to always meet the deadline. This equates to approximately three Full Time Employee's always being available for increased demand. The chart below accounts for the current work load, the excess capacity shown, is capacity to perform plan check services above and beyond the current work load.

The SFA Capacity chart on the following page illustrates the availability of all engineers to provide **additional** plan review services to the City.



SFA's engineers all work in the same office in Irvine. None of the SFA plan check engineers work remotely. This enhances coordination, communication, consistency in application of interpretations and team building. All of SFA's staff in this Proposal are available to work on projects for the City of Lake Elsinore.

G. REFERENCES

G.1 Client References, Services, Terms and Dollar Values of Contracts

Ten separate public agency references are provided; additional references are available upon request. The dollar values are projected for 5 year contract for projections as requested in RFP.

Agency: **CITY OF COSTA MESA**
Reference: Ziad Doudar, P.E., Building Official
(714) 754-5604
email address: ziad.doudar@costamesaca.gov;
Term: 1996 to present
Service: Plan Review

Agency: **CITY OF PARAMOUNT**
Reference: John Carver, Community Development Director
(562) 220-2048
email address: jcarver@paramountcity.com;
Term: 2021 to present
Service: Plan Review & Building Official

Agency: **CITY OF ARCADIA**
Reference: Ken Fields, CBO, Building Official
(626) 574-5420
email address: kfields@arcadiaca.gov
Term: 1999 to present
Service: Plan Review

Agency: **CITY OF DESERT HOT SPRINGS**
Reference: Travis Clark, Community Development Director
(760) 329-6411 ext. 240
email address: tclark@cityofdhs.org
Term: 2018 to present
Service: Plan Review, Building Official

Agency: **CITY OF BEAUMONT**
Reference: Sara Retmier, CBO, Building Official
(951) 769-8517
email address: sretmier@beaumontca.com
Term: 1997 to present
Service: Plan Review

Agency: **CITY OF TUSTIN**
Reference: Mariam Madjlessi, P.E., Building Official
(714) 573-3109
email address: mmadjlessi@tustinca.org
Term: 1998 to current
Service: Plan Review since 1998 & Building Official from 2012 – 2022

Agency: **CITY OF GARDEN GROVE**
Reference: David Dent, Architect, Deputy Director/Building Official
(714) 741-5343
email: davidd@ggcity.org
Phil Nguyen, P.E., Deputy Building Official/PC Manager
(714) 741-5328
email address: philn@ggcity.org
Term: 2020 to current
Service: Plan Review

Agency: **CITY OF LA HABRA HEIGHTS**
Reference: Rafferty Wooldridge, City Manager
(562) 694-6302 extn. 235
email address: rwooldridge@lhcity.org
Term: 2010 to current
Service: Plan Review & Building Official since 1/31/2010

Agency: **CITY OF IRVINE**
Reference: Jesse Cardoza, P.E., Community Development Director/Building Official
(949) 724-6371
email address: jcardoza@cityofirvine.org
Term: 1996 to current
Service: Plan Review

Agency: **CITY OF WHITTIER**
Reference: Adam Tekunoff, CBO, Building Official
(562) 567-9320
email address: atekunoff@cityofwhittier.org
Term: 2018 to current
Service: Plan Review

H. FEES

H. FEES

Plan Check Services are proposed based on a percentage of the City's Plan Check Fee, with hourly rates for work not covered by the percentage fee. The categories are listed as follows:

- Complete comprehensive review covering structural, fire-life safety, non-structural, electrical, plumbing, mechanical, access, energy and other applicable scope listed in the proposal is proposed at sixty-eight percent (68%) of the City Plan Check fee.
- Structural Only review is proposed at forty percent (40%) of the City Plan Check fee.
- Electrical, plumbing or mechanical plans submitted separately, including other deferred submittals, is proposed at an hourly rate of \$125.
- Excessive plan checks are seldom charged an extra hourly rate as such projects are likely not running smoothly by the developer's team and additional charges only exacerbate the situation. When plans are revised or incomplete for which the City agrees charging additional hours is warranted, a rate of \$125/hr. is proposed. Before imposing such charges, the correction list will give an advance notice that further unresponsive resubmittals will incur hourly charges which is intended to incentivize providing complete plan check responses.
- Changes to previously approved plans are proposed at an hourly rate of \$125.
- Expedited plan check reviews are only billed for if the City charges an additional fee. SFA's fee percentage would remain the same (68%) of the additional fee charged by the City. The agreed upon due date will be established in advance with a turnaround time of approximately one-half the regular turnaround time.
- Repetitive buildings which are identical such as tract homes are proposed at ten percent (10%) of the City's Plan Check fee once the initial model is reviewed at the regular rate.
- Inspection Rates would be based on the experience, training and credential level of the individual assigned based on a mutually agreed upon rate. The hourly charge would range between \$70 to \$95 per hour. Mileage would be based on the IRS mileage rate at the time.

I. APPENDIX

Certificate of Liability Insurance and Additional Insured
Professional Licenses



CERTIFICATE OF LIABILITY INSURANCE

SCOTFAZ-01

MCCOWANA

DATE (MM/DD/YYYY)
5/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0E07768 IOA Insurance Services 4370 La Jolla Village Drive Suite 600 San Diego, CA 92122	CONTACT Ali Smith PHONE (619) 788-5785 50208 FAX (619) 574-6288 EMAIL Ali.Smith@ioaubb.com
INSURED Scott Fazekas & Associates 9 Corporate Park Drive Irvine, CA 92606	INSURERS AFFORDING COVERAGE INSURER A: RL Insurance Company 13056 INSURER B: Continental Casualty Company 20443 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

JOB LINE	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> COMBINATION <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONT. LIABILITY OF INT. GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PER <input type="checkbox"/> LOC OTHER	X	PSB0003027	6/5/2023	6/5/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES \$ 1,000,000 MEDICAL EXP. ACCIDENT \$ 10,000 PERSONAL & AD. INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOUND \$ 2,000,000 Ded. \$ 0
A	AUTOMOBILE LIABILITY ANY AUTO OWNED <input type="checkbox"/> RENTED <input type="checkbox"/> BOAT/PLANE <input type="checkbox"/> <input checked="" type="checkbox"/> 1,350 <input type="checkbox"/> 1,350,000 <input checked="" type="checkbox"/> UNLIMITED <input checked="" type="checkbox"/> AUTO <input type="checkbox"/> BOAT/PLANE		PSB0003027	6/5/2023	6/5/2024	COVERED SINGLE LIMIT \$ 1,000,000 BODILY INJURY PER PERSON \$ BODILY INJURY PER ACCIDENT \$ PROPERTY DAMAGE \$ Ded. \$
A	<input checked="" type="checkbox"/> UMBRELLA LIMB <input checked="" type="checkbox"/> OCCUR EXCESS LIMB <input type="checkbox"/> COMBINATION LIMB <input checked="" type="checkbox"/> UNLIMITED		PSE0001113	6/5/2023	6/5/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 Ded. \$
A	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY EMPLOYEE (PART-TIME/SEASONAL/TEMPORARY/CONTRACTOR/INDEPENDENT CONTRACTOR) Y/N N/A HOURS COVERED (HOURS PER WEEK) _____ RESTRICTIONS OF OPERATIONS below _____		PEW0001945	6/5/2023	6/5/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER EL BACK ACCIDENT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Limb		MCH28832813	6/5/2023	6/5/2024	Per Claim \$ 2,000,000
B	Ded.: \$20k Per Claim		MCH28832813	6/5/2023	6/5/2024	Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: All Operations

City of Lake Elsinore, its officers, officials, employees, agents and volunteers are Additional Insureds with respect to General Liability per the attached endorsement as required by written contract.

30 Days Notice of Cancellation with 10 Days Notice for Non-Payment of Premium in accordance with the policy provisions.

CERTIFICATE HOLDER City of Lake Elsinore Attn: Bill Belvin / Bldg Official 130 South Main Street Lake Elsinore, CA 92530	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE T. Kelly Horvath
--	---

ACORD 26 (2016/03)

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The ACORD name and logo are registered marks of ACORD

Named Insured: Scott Fazekas & Associates, Inc.
Policy Number: PSH0005027

RLI Insurance Company

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

RLIPack® FOR DESIGN PROFESSIONALS BLANKET ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following.

BUSINESSOWNERS COVERAGE FORM - SECTION I - LIABILITY

1. **C. WHO IS AN INSURED** is amended to include as an additional insured any person or organization that you agree in a contract or agreement requiring insurance to include as an additional insured on this policy, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by you or those acting on your behalf:

- In the performance of your ongoing operations;
- In connection with premises owned by or rented to you; or
- In connection with "your work" and included within the "product completed operations hazard".

2. The insurance provided to the additional insured by this endorsement is limited as follows:

- This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this policy.
- This insurance does not apply to the rendering of or failure to render any "professional services"
- This endorsement does not increase any of the limits of insurance stated in **D. Liability And Medical Expenses Limits of Insurance**

3. The following is added to **SECTION III H.2. Other Insurance - COMMON POLICY CONDITIONS (BUT APPLICABLE ONLY TO SECTION II - LIABILITY)**:

However, if you specifically agree in a contract or agreement that the insurance provided to an

additional insured under this policy must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured and we will not share with that other insurance, provided that:

- The "bodily injury" or "property damage" for which coverage is sought occurs after you have entered into that contract or agreement; or
- The "personal and advertising injury" for which coverage is sought arises out of an offense committed after you have entered into that contract or agreement.

4. The following is added to **SECTION III K. 2. Transfer of Rights of Recovery Against Others to Us - COMMON POLICY CONDITIONS (BUT APPLICABLE TO ONLY TO SECTION II - LIABILITY)**:

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal and advertising injury" arising out of "your work" performed by you, or on your behalf, under a contract or agreement with that person or organization. We waive these rights only where you have agreed to do so as part of a contract or agreement with such person or organization entered into by you before the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" offense is committed.

2

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.



2420 DEL PASO ROAD, SUITE 105
SACRAMENTO, CA 95834
916 574-7220

LICENSE NO. C 19012
RECEIPT NO. 92970663

VALID UNTIL DECEMBER 31, 2021

SCOTT RANDALL FAZEKAS
17777 DEL PASO DR.
POWAY CA 92064

In accordance with the provisions of Section 5300 of the Business and Professions Code, the individual named herein is licensed as an Architect and is subject to the rules and regulations of the California Architects Board.

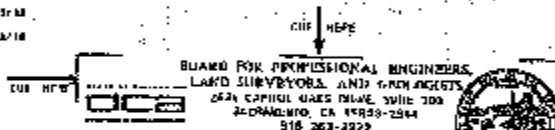
10/11
10/11

----- NON-TRANSFERABLE --- POST IN PUBLIC VIEW -----

MAEC 12/31/07

Remove your new Pocket Certificate Board for Professional Engineers, Land Surveyors, and Geologists from the receipt portion and carry it with you at all times.
2535 Capitol Oaks Drive, Suite 300
Sacramento, CA 95833-2944
916 293-2222

10/11
10/11



CIVIL ENGINEER
CERTIFICATE NO.
C 52721
GANESH K. RAO
7 ABETO
IRVINE CA 92620



EXPIRATION
12/31/20

IMPORTANT

1. Please include your Certificate Number on any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

GANESH K. RAO

Signature _____ RECEIPT NO.
AS192006

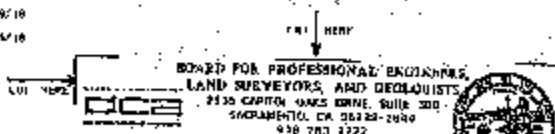
CERTIFICATE NO. 52721 EXPIRATION DATE 12/31/20 RECEIPT NO. 01192006

This is your receipt. Please save for your records.

PMR 04/22/11

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2535 Capitol Oaks Drive, Suite 300
Sacramento, CA 95833-2944
916 293-2222

10/11
10/11



STRUCTURAL ENGINEER
CERTIFICATE NO.
S 4471
GANESH K. RAO
7 ABETO
IRVINE CA 92620



EXPIRATION
12/31/20

IMPORTANT

1. Please include your Certificate Number on any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

GANESH K. RAO

Signature _____ RECEIPT NO.
01192006

CERTIFICATE NO. S 4471 EXPIRATION DATE 12/31/20 RECEIPT NO. 01192006

This is your receipt. Please save for your records.
PMR 04/22/11

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

Board for Professional Engineers, Land Surveyors, and Geologists
2535 Capitol Oaks Drive, Suite 300
Sacramento, CA 95833-2944
916 263-2222

16/15
16/16

CUT HERE

BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS
2535 CAPITOL OAKS DRIVE, SUITE 300
SACRAMENTO, CA 95833-2944
916 263-2222

CUT HERE

CIVIL ENGINEER
CERTIFICATE NO.
C 21628
VICTOR ARTHUR PENERA
9504 STOKES AV
DOWNEY CA 90240

EXPIRATION
09/30/21

VICTOR ARTHUR PENERA

IMPORTANT

1. Please include your Certificate Number on any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

VICTOR ARTHUR PENERA

Signature: *Victor A. Penera*

RECEIPT NO.
R2300627

CERTIFICATE NO. EXPIRATION DATE RECEIPT NO.

C 21628 09/30/21 R2300627

This is your receipt. Please save for your records.

PPS 04/22/11

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

Board for Professional Engineers, Land Surveyors, and Geologists
2535 Capitol Oaks Drive, Suite 300
Sacramento, CA 95833-2944
916 263-2222

12/19
14/19

CUT HERE

BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS
2535 CAPITOL OAKS DRIVE, SUITE 300
SACRAMENTO, CA 95833-2944
916 263-2222

CUT HERE

STRUCTURAL ENGINEER
CERTIFICATE NO.
S 2083
VICTOR ARTHUR PENERA
9504 STOKES AV
DOWNEY CA 90240

EXPIRATION
09/30/21

VICTOR ARTHUR PENERA

IMPORTANT

1. Please include your Certificate Number on any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

VICTOR ARTHUR PENERA

Signature: *Victor A. Penera*

C 2083 09/30/21
RECEIPT NO.
R2300627

CERTIFICATE NO. EXPIRATION DATE RECEIPT NO.

S 2083 09/30/21 R2300627

This is your receipt. Please save for your records.

PPS 04/22/11

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

Board for Professional Engineers, Land Surveyors, and Geologists
2535 Capitol Oaks Drive, Suite 300
Sacramento, CA 95833-2944
916 263-2222

CUT HERE

BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS
2535 CAPITOL OAKS DRIVE, SUITE 300
SACRAMENTO, CA 95833-2944
916 263-2222

CUT HERE

CIVIL ENGINEER
CERTIFICATE NO.
C 58891
PETER KWOK TANG
621 MORRIS PLACE
MONTEBELLO CA 90640

EXPIRATION
12/31/21

PETER KWOK TANG

IMPORTANT

1. Please include your Certificate Number on any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

PETER KWOK TANG

Signature: *Peter Kwok Tang*

RECEIPT NO.
R2374001

CERTIFICATE NO. EXPIRATION DATE RECEIPT NO.

C 58891 12/31/21 R2374001

This is your receipt. Please save for your records.

PPS 04/22/11

BOARD FOR PROFESSIONAL ENGINEERS,
LAND SURVEYORS, AND GEOLOGISTS
1535 CAPITOL OAKS DRIVE, SUITE 240
SACRAMENTO, CA 95833-2304
TEL: 916-333-1100 FAX: 916-333-1101
WWW.BPEA.CA.GOV

STRUCTURAL ENGINEER

CERTIFICATE NO.
S 3661

KAMLESH M. CHITALIA
90 CARRIAGE DRIVE
FOOTHILL RANCH CA 92610

Signature: *[Signature]*

RECEIPT NO.
105-12071

03/31/23

BOARD FOR PROFESSIONAL ENGINEERS,
LAND SURVEYORS, AND GEOLOGISTS
1535 CAPITOL OAKS DRIVE, SUITE 240
SACRAMENTO, CA 95833-2304
TEL: 916-333-1100 FAX: 916-333-1101
WWW.BPEA.CA.GOV

CIVIL ENGINEER

CERTIFICATE NO.
C 40594

KAMLESH M. CHITALIA
90 CARRIAGE DRIVE
FOOTHILL RANCH CA 92610

Signature: *[Signature]*

RECEIPT NO.
105-12071

03/31/23

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

Board for Professional Engineers, Land Surveyors, and Geologists
2595 Capital Oaks Drive, Suite 300
Sacramento, CA 95833-2944
916 283-2222

7/18
7/15

CUT HERE

BOARD FOR PROFESSIONAL ENGINEERS,
LAND SURVEYORS, AND GEOLOGISTS
2595 CAPITAL OAKS DRIVE, SUITE 300
SACRAMENTO, CA 95833-2944
916 283-2222



CERTIFICATE NO.
C 43738
CIVIL ENGINEER
KYLE BRENT TONOKAWA
38 COLORADO
RANCHO SANTA MAR CA 92688

EXPIRATION
03/31/21

IMPORTANT

1. Please include your Certificate Number in any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

KYLE BRENT TONOKAWA

Signature _____ RECEIPT NO. _____
DATE _____

CERTIFICATE NO. EXPIRATION DATE RECEIPT NO.
C 43738 03/31/21 90806/81

This is your receipt. Please save for your records.

PRC 04/22/11

Remove your new Pocket Certificate from the receipt portion and carry it with you at all times.

7/20/16
7/20/16

CUT HERE

BOARD FOR PROFESSIONAL ENGINEERS,
LAND SURVEYORS, AND GEOLOGISTS
2595 CAPITAL OAKS DRIVE, SUITE 300
SACRAMENTO, CA 95833-2944
916 283-2222



CERTIFICATE NO.
C 89206
CIVIL ENGINEER
BRETT ALAN ARCHIBALD
9 CORPORATE PARK STE 200
IRVINE CA 92606

EXPIRATION
06/30/18

IMPORTANT

1. Please include your Certificate Number in any correspondence to this office.
2. Notify the Board of any name or address change in writing.
3. Report any loss of this Certificate immediately in writing to the Board.
4. Please sign and carry the Pocket Certificate with you.
5. Please laminate your Certificate to avoid deterioration.

BRETT ALAN ARCHIBALD

Signature _____ RECEIPT NO. _____
DATE _____

CERTIFICATE NO. EXPIRATION DATE RECEIPT NO.
C 89206 06/30/18 81466/1

This is your receipt. Please save for your records.

PRC 04/22/11

AGREEMENT FOR PROFESSIONAL SERVICES

BUREAU VERITAS NORTH AMERICA, INC.

ON-CALL BUILDING PLAN CHECK AND INSPECTION SERVICES

This Agreement for Professional Services (the "Agreement") is made and entered into as of July 1, 2024, by and between the City of Lake Elsinore, a municipal corporation ("City") and Bureau Veritas North America, Inc. (BV), a California Corporation ("Consultant").

RECITALS

A. The City has determined that it requires the following professional services:

On-Call Building Plan Check and Inspection Services.

B. Consultant has submitted to City a proposal, dated April 1, 2024, attached hereto as Exhibit A ("Consultant's Proposal") and incorporated herein, to provide professional services to City pursuant to the terms of this Agreement.

C. Consultant possesses the skill, experience, ability, background, certification and knowledge to perform the services described in this Agreement on the terms and conditions described herein.

D. City desires to retain Consultant to perform the services as provided herein and Consultant desires to provide such professional services as set forth in this Agreement.

AGREEMENT

1. Scope of Services. Consultant shall perform the services described in Consultant's Proposal (Exhibit A). Consultant shall provide such services at the time, place, and in the manner specified in Consultant's Proposal, subject to the direction of the City through its staff that it may provide from time to time.

2. Time of Performance.

a. Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the professional services to be performed by Consultant is an essential condition of this Agreement. Consultant shall prosecute regularly and diligently the professional services contemplated pursuant to this Agreement according to the agreed upon performance schedule in Consultant's Proposal (Exhibit A).

b. Performance Schedule. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the Consultant's Proposal (Exhibit A). When requested by Consultant, extensions to the time period(s) specified may be approved in writing by the City Manager.

c. Term. The term of this Agreement shall commence upon execution of this Agreement and, unless earlier terminated as provided elsewhere in this agreement, shall continue in full force until June 30, 2027. The City may, at its discretion, extend the term of this Agreement on a 12-month basis, not to exceed two (2) additional twelve month renewal terms by giving written notice thereof to Consultant not less than thirty (30) days before the end of the contract term, such notice to be exercised by the City Manager.

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the fees set forth in Consultants' Proposal (Exhibit A), which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation exceed one hundred eighty thousand dollars (\$180,000.00), per fiscal year without additional written authorization from the City. Notwithstanding any provision of Consultant's Proposal to the contrary, out of pocket expenses set forth in Exhibit A shall be reimbursed at cost without an inflator or administrative charge. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the City at the time of payment.

4. Method of Payment. Consultant shall promptly submit billings to the City describing the services and related work performed during the preceding month to the extent that such services and related work were performed. Consultant's bills shall be segregated by project task, if applicable, such that the City receives a separate accounting for work done on each individual task for which Consultant provides services. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures. City shall pay Consultant no later than forty-five (45) days after receipt of the monthly invoice by City staff.

5. Background Checks. At any time during the term of this Agreement, the City reserves the right to make an independent investigation into the background of Consultant's personnel who perform work required by this Agreement, including but not limited to their references, character, address history, past employment, education, social security number validation, and criminal or police records, for the purpose of confirming that such personnel are lawfully employed, qualified to provide the subject service or pose a risk to the safety of persons or property in and around the vicinity of where the services will be rendered or City Hall. If the City makes a reasonable determination that any of Consultant's prospective or then current personnel is deemed objectionable, then the City may notify Consultant of the same. Consultant shall not use that personnel to perform work required by this Agreement, and if necessary, shall replace him or her with a suitable worker.

6. Suspension or Termination.

a. The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of such notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

b. In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City, pursuant to Section entitled "Method of Payment" herein.

7. Plans, Studies, Documents.

a. **Ownership of Documents.** All plans, studies, documents and other writings prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, except working notepad internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. City shall have sole determination of the public's rights to documents under the Public Records Act, and any third-party requests of Consultant shall be immediately referred to City, without any other actions by Consultant.

b. **Licensing of Intellectual Property.** This Agreement creates a nonexclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require that all subcontractors agree in writing that City is granted a nonexclusive and perpetual license for any Documents & Data the subcontractor prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents & Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

c. **Confidentiality.** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs relating to project for which Consultant's services are rendered, or any publicity pertaining to the Consultant's services under this Agreement in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

8. Consultant's Books and Records.

a. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to the City for inspection at City Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at Consultant's address indicated for receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above-named officers, require that custody of the records be given to the City and that the records and documents be maintained in City Hall. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor.

a. Consultant is and shall at all times remain as to the City a wholly independent contractor pursuant to California Labor Code Section 3353. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

b. Notwithstanding any other federal, state and local laws, codes, ordinances and regulations to the contrary and except for the fees paid to Consultant as provided in the Agreement, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. Interests of Consultant. Consultant (including principals, associates and professional employees) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered

by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. will conduct research and arrive at conclusions with respect to his/her rendition of information, advice, recommendation or counsel independent of the control and direction of the City or of any City official, other than normal agreement monitoring; and

b. possesses no authority with respect to any City decision beyond rendition of information, advice, recommendation or counsel. (FPPC Reg. 18700(a)(2).)

12. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

13. Compliance with Laws.

a. Consultant shall comply with all local, state and federal laws and regulations applicable to the services required hereunder, including any rule, regulation or bylaw governing the conduct or performance of Consultant and/or its employees, officers, or board members.

b. Consultant represents that it has obtained and will maintain at all times during the term of this Agreement all professional and/or business licenses, certifications and/or permits necessary for performing the services described in this Agreement, including a City business license.

14. Licenses. Consultant represents and warrants to City that it has the licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. Consultant shall maintain a City of Lake Elsinore business license.

15. Indemnity. Consultant shall indemnify, defend, and hold harmless the City and its officials, officers, employees, agents, and volunteers from and against any and all losses, liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct or negligent acts or omissions of Consultant or its employees, subcontractors, or agents, by acts for which they could be held strictly liable, or by the quality or character of their work. The foregoing obligation of Consultant shall not apply when (1) the injury, loss of life, damage to property, or violation of

law arises from the sole negligence or willful misconduct of the City or its officers, employees, agents, or volunteers and (2) the actions of Consultant or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law. It is understood that the duty of Consultant to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

16. Insurance Requirements.

a. Insurance. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, unless modified by the City's Risk Manager, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the City at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City. In the event that Consultant is exempt from Worker's Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California, Consultant shall submit to the City a Certificate of Exemption from Workers Compensation Insurance in a form approved by the City Attorney.

ii. General Liability Coverage. Consultant shall maintain commercial general liability insurance in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Required commercial general liability coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (ed. 11/88) or Insurance Services Office form number GL 0002 (ed. 1/73) covering comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability. No endorsement may be attached limiting the coverage.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities

of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence. Automobile liability coverage must be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 1 ("any auto"). No endorsement may be attached limiting the coverage.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance appropriate for Consultant's profession for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's services under this Agreement, whether such services are provided by the Consultant or by its employees, subcontractors, or sub consultants. The amount of this insurance shall not be less than one million dollars (\$1,000,000) on a claims-made annual aggregate basis, or a combined single limit per occurrence basis.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a Best's rating of no less than A: VII and shall be endorsed with the following specific language:

i. Notwithstanding any inconsistent statement in any required insurance policies or any subsequent endorsements attached thereto, the protection offered by all policies, except for Workers' Compensation, shall bear an endorsement whereby it is provided that, the City and its officers, employees, servants, volunteers and agents and independent contractors, including without limitation, the City Manager and City Attorney, are named as additional insureds. Additional insureds shall be entitled to the full benefit of all insurance policies in the same manner and to the same extent as any other insureds and there shall be no limitation to the benefits conferred upon them other than policy limits to coverages.

ii. This policy shall be considered primary insurance as respects the City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the City, including any self-insured retention the City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.

iv. The insurer waives all rights of subrogation against the City, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. The insurance provided by this Policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by the City.

c. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Certificates of such insurance shall be filed with the City on or before commencement of performance of this Agreement. Current certification of insurance shall be kept on file with the City at all times during the term of this Agreement

17. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of Lake Elsinore
Attn: City Manager
130 South Main Street
Lake Elsinore, CA 92530

With a copy to: City of Lake Elsinore
Attn: City Clerk
130 South Main Street
Lake Elsinore, CA 92530

If to Consultant: Bureau Veritas North America, Inc.
Attn: Craig Baptista
9988 Hibert Street, Suite 100
San Diego, CA 92131

18. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant and the subcontractors listed in Exhibit B. Consultant shall be fully responsible to City for all acts or omissions of any subcontractors. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of the City. Consultant shall not subcontract any portion of the work to be performed under this Agreement except as provided in Exhibit B without the written authorization of the City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of those subcontractors. Nothing in this Agreement shall create any contractual relationship between City and any subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.

19. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

20. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

21. Mediation. The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and share the costs of mediation equally. If the parties are

unable to agree upon a mediator, the dispute shall be submitted to JAMS or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

22. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

23. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Consultant agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the parties that, in connection with the Work or Services provided pursuant to this Agreement, Consultant shall bear all risks of payment or non-payment of prevailing wages under California law, and Consultant hereby agrees to defend, indemnify, and hold the City, and its officials, officers, employees, agents, and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

25. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

26. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Riverside.

27. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party. The City Manager is authorized to enter into an amendment or otherwise take action on behalf of the City to make the following

modifications to the Agreement: (a) a name change; (b) grant extensions of time; (c) non-monetary changes in the scope of services; and/or (d) suspend or terminate the Agreement.

28. Counterparts. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

29. Entire Agreement; Incorporation; Conflict. This Agreement contains the entire understanding between the parties relating to the obligations described herein. All prior or contemporaneous understandings, agreements, representations and statements, oral or written, are superseded in total by this Agreement and shall be of no further force or effect. Consultant's Proposal is incorporated only for the description of the scope of services and/or the schedule of performance and no other terms and conditions from such proposal shall apply to this Agreement unless specifically agreed to in writing. In the event of conflict, this Agreement shall take precedence over those contained in the Consultant's Proposal.

30. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

[Signatures on next page]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

“CITY”

CITY OF LAKE ELSINORE, a municipal corporation

“CONSULTANT”

Scott Fazekas and Associates, Inc., a California corporation.

City Manager

By: Craig Baptista

Its: Vice President, West - Plan Review & Inspection

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Assistant City Manager

Attachments: Exhibit A - Consultant's Proposal

EXHIBIT A
CONSULTANT'S PROPOSAL

[ATTACHED]



**BUREAU
VERITAS**

PROPOSAL

CITY OF LAKE ELSINORE BUILDING PLAN CHECK AND INSPECTION SERVICES

PRESENTED TO CITY OF LAKE ELSINORE

Shannon Buckley
Assistant City Manager
City of Lake Elsinore
Administrative Services Department
130 South Main Street
Lake Elsinore, California 92530

April 1, 2024

CONTACTS REGARDING THIS PROPOSAL

Craig Baptista, M.B.A.
Vice President, West - Plan Check & Inspection
C. 916.291.9151 | E. craig.baptista@bureauveritas.com

Moe Heivand, P.E.
Regional Operations Manager
C: 858.353.8058 | E: moe.heivand@bureauveritas.com

Bureau Veritas North America, Inc.
9988 Hibert Street, Suite 100
San Diego, CA 92131

Proposal No. 8212059

BUREAU VERITAS 9988 Hibert Street, Suite 100, San Diego, CA 92131
858.863.2000 | www.bvna.com

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1. COVER LETTER



B U R E A U

V E R I T A

1. COVER LETTER

April 1, 2024

Shannon Buckley, Assistant City Manager
City of Lake Elsinore, Administrative Services Department
130 South Main Street
Lake Elsinore, California 92530

RE: City of Lake Elsinore - RFP for Building Plan Check and Inspection Services

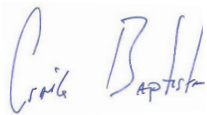
Dear Ms. Buckley,

Bureau Veritas North America, Inc. (BV) is pleased to submit our proposal to provide **Building Plan Check and Inspection Services** to the City of Lake Elsinore. Our proposal will highlight previous experience in providing similar building and safety services to nearby jurisdictions. We have the **breadth and depth of resources, skills and expertise** needed to provide the requested services for the City. We have served nearly 200 agencies with building plan review and related services throughout California over the course of 49 years. In addition, **we are pleased to have been successfully serving the City of Lake Elsinore for many years** in the capacity of engineering plan review, delivering continuity and a proven plan review track record, local presence to quickly respond, technical expertise to ensure checked plans with City standards, and unparalleled understanding of the City.

BV understands that the City of Lake Elsinore is seeking consultants to provide plan review and inspections services on an on-call basis, and **BV is able to provide these services quickly to meet your needs**. Our team is strongly familiar with **BlueBeam**, as well as **Intergov** software, enabling us to facilitate excellent workflow. We are keenly aware of the desire for high-quality customer service, timely reviews, reliability, responsiveness and cost-effective solutions. Our commitment to provide accurate and appropriate solutions to our clients and our ability to quickly and efficiently meet the needs of the communities that we serve makes BV an ideal partner for the City of Lake Elsinore. We offer optimal solutions to deliver quality services, including:

- **Working relationship with the City of Lake Elsinore** providing strong historical knowledge
- **Familiarity with City of Lake Elsinore** and Riverside County design standards and procedures
- **Unparalleled plan review and inspection services** by licensed and certified professionals
- **Proven experience** in serving growing communities and jurisdictions throughout California
- Established relationships to ensure **timely reviews, transparency and responsiveness**
- **Depth of resources** to maximize flexibility and deliver quality services
- **Electronic review** and **best practices** to consistently meet turnaround schedules

Our partnership with the City of Lake Elsinore will be managed through our regional office in San Diego, with support as needed by additional staff, enabling quick and efficient responses. **Craig Baptista, Vice President, West - Plan Review and Inspection**, is an officer authorized to negotiate on behalf of the firm. Your day-to-day contacts for the provision of services will be **Moe Heivand, P.E., Regional Operations Manager**, and **Jason Pasiut, MPA, C.B.O., CASp, Operations Manager**. BV looks forward to an expanded successful, professional relationship with the City of Lake Elsinore by providing excellent Building Plan Check and Inspection Services, promoting transparency in our work and exceeding your expectations. The proposal is binding for a term of 90 days after submittal.



Craig Baptista, M.B.A. (Authorized Rep)
Vice President, West - Plan Review & Inspection
9988 Hibert Street, Suite 100
San Diego, CA 92131
O: 916.514.4516 | C: 916.291.9151
E: craig.baptista@bureauveritas.com



Moe Heivand, P.E.
Regional Operations Manager
9988 Hibert Street, Suite 100
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E: moe.heivand@bureauveritas.com



Jason Pasiut, MPA, C.B.O., CASp
Operations Manager
9988 Hibert Street, Suite 100
San Diego, CA 92131
P: 858.863.2000
E: jason.pasiut@bureauveritas.com

2. DESCRIPTION OF SERVICES AND RATES

B U R E A U

V E R I T A S

2. DESCRIPTION OF SERVICES AND RATES

PUTTING THE RIGHT PEOPLE TO WORK FOR YOU

BV is poised to expertly deliver all of the services outlined in the City of Lake Elsinore's RFP. As the largest plan review and inspections firm in the United States, we have a large breadth of personnel available and immediately accessible to provide the City with the requested quality plan reviews and inspections services.

Located in 7 offices throughout California, we have more than 50 licensed and certified engineers, as well as plans examiners, inspection personnel, Certified Access Specialists and permit technicians who are equipped to handle all of the City's needs. Our local presence allows us to provide timely delivery and exceptional customer service in the most cost-effective manner. Our longtime presence in Southern California, as well as our experience serving the educational, residential, commercial, industrial, and other related projects of all sizes and complexities, allow us to tailor solutions specifically to the City of Lake Elsinore's needs. BV brings a cooperative and creative problem solving approach to plan review. We fully understand our role as a team member committed to achieving successful projects for the City and its customers.

BV is committed to the provision of services of the very highest quality. This means the firm has the capacity to seamlessly augment its staffing and resources, if needed, to ensure a project is appropriately supported and effectively fulfilled. In addition to our robust local personnel, the firm is supported by hundreds of professionals in our offices throughout California, making it possible for it to have highly qualified plans examiners and inspectors available expeditiously for virtually any project. BV will provide all necessary resources, materials, equipment, tools, and technology to its personnel to perform the work outlined in the City of Lake Elsinore's RFP. BV professionals are capable of handling the scope of services requested from the City.

BV proposes a highly qualified, multi-faceted core team of professionals dedicated to assisting the City of Lake Elsinore. The firm's partnership with the City will be managed out of its office in San Diego, CA and augmented by staff located within the San Diego Regional Office as needed. This will facilitate quick and efficient responses to all service needs. BV takes pride in its deep pool of highly qualified building plan review and inspection experts. BV's offices are strategically located to minimize travel time between projects. The firm's goal is to ensure the

City's projects will be efficiently managed in the most cost-effective manner possible. BV has assigned key personnel which are readily available to work on City projects.



EXPERIENCE TO MEET THE CITY'S NEEDS

BV is able to provide Building Plan Check and Inspection Services requested in the City of Lake Elsinore's RFP.

We understand that the selected firm will be tasked to provide plan check services and building inspector services by an ICC certified building Inspector for commercial, industrial, and residential buildings for full compliance with State, County and City of Lake Elsinore building codes and requirements. We look forward to a long-term relationship expanded relationship with the City to provide the requested services for a wide variety of building projects.

BV's personnel have performed and managed plan review for thousands of projects within California and throughout the U.S. in accordance with City, State and Federal regulations. Select agencies to which we have provided Building Plan Check and Inspection Services include the City of National City, City of Chula Vista, City of El Centro, UC San Diego, County of San Diego, County of Riverside, CSU San Diego, and CSU San Marcos. Project types include office and industrial, hotels, institutional occupancies, single-family tract and custom homes, tilt-up shells, tenant improvements, and infrastructure.

2. DESCRIPTION OF SERVICES AND RATES

SERVICES OVERVIEW

BV has been providing full service code consulting and plan review and inspections services for more than 49 years and has a strong capacity to meet the City's needs.

Plan Review

Our staff have considerable review experience of virtually any structure requiring permits, plan reviews, and inspections. Geotechnical, lab testing, and other reports are considered in the plan review process. The firm is well positioned to meet the needs of the City and deliver discipline-specific plan reviews. The firm has specific experience successfully working through a variety of challenges.

BV's plan review services for the City shall endeavor to adhere to current codes, with detailed plan review letter comments, reference plan sheets numbers and code sections, and two copies (one electronic) of the plan review corrections list are provided for each reviewed project. Services include recheck of plans after the applicant has made corrections, review and recheck of field changes, and deferred submittals and review and recheck of additional work on the project as needed.

Plan Review

BV has the capacity to provide the following permit and plan review services to the City of Lake Elsinore:

- Architectural plans examination
- Structural plans examination
- Mechanical, electrical, and plumbing code plans examination
- Review and approval of alternate materials, alternative design and methods of construction
- Energy code plans examination
- Accessibility requirements including
 - Barrier free plans examination requirements
 - Disabled access
 - CASp
 - ADA
- **Green Building and LEED consulting including:**
 - LEED submittal consultation
 - Green building consulting including CAL Green
 - Title 24
 - ENERGY STAR verification
 - Energy efficiency audits
- **Solar Review**

If requested by the City, optional services available

- **Civil plans examination including:**
 - Soils, grading and drainage
 - NPDES/SWPPP
 - Development
 - Infrastructure
 - Water and wastewater
 - Sewer
- **Fire, life & safety plan reviews including:**
 - Fire sprinkler/fire alarm
 - Smoke detection and dampers
 - Underground fire systems

Architectural Review

BV blends the knowledge of local conditions with a large pool of California licensed or certified building safety experts equipped to handle all building department needs. The firm is able to tailor its solutions specific to the City as a result of having provided plan review, inspection services, specialty reviews, and municipal administrative support for over 49 years.

Structural Review

BV is uniquely qualified and experienced in structural review and inspection. The firm has plan review and inspection personnel which have specialized experience with multi-family residential, hotels, resorts, retail, commercial, industrial, high-tech facilities, etc. BV has several experienced structural engineers on staff who are immediately available to tackle the City's most complex projects. BV can provide a complete structural review of design drawings, details, and calculations for both vertical loads and lateral seismic and wind forces, in accordance with the California Building Code structural provisions.

Mechanical Review

The California Building Code is supported by ancillary codes such as the California Mechanical Code and any others specifically designated and adopted by the City. BV's staff includes licensed and certified mechanical engineers and inspectors who have the knowledge, training, and experience necessary to review plans for compliance with these codes. Firm staff, who are available immediately to the City, have reviewed heating, cooling, distribution and return air systems, hoods, and product conveyance system plans for a variety of

2. DESCRIPTION OF SERVICES AND RATES

projects including single family residential, multi family residential, custom homes, resorts, and hotels.

Electrical Review

Electrical review and inspection to verify energy compliance is included in all projects in accordance with mandates from the applicable energy standards for non-residential construction. The firm has licensed and certified electrical engineers and inspectors with extensive plan review and inspection experience which have reviewed service installation, transformers, emergency power, panel distribution, single line diagrams, power, and lighting system plans for single family residential, multi family residential, custom homes, resorts, and hotels.

Plumbing Review

The California Building Code is supported by ancillary codes such as the California Plumbing Code and any others specifically designated and adopted by the City. BV's staff has the knowledge, training, and experience necessary to review plans and inspect construction for compliance with these codes. The firm has licensed and certified mechanical engineers on staff to assist with plumbing reviews when needed. Firm staff have reviewed fuel gas, medical gas, potable and non-potable water piping and waste piping systems, and rainwater system plans for single family residential, multi family residential, custom homes, resorts, and hotels.

CASp / Disabled Access Review

BV has CASp certified individuals who are able to respond to the needs of the City quickly. The firm currently provides CASp certified individuals to jurisdictions throughout California to meet the requirements of SB 1608. Additionally, the team includes ICC Certified accessibility plans examiners and inspectors who routinely conduct accessibility reviews of projects throughout the state from minor restroom upgrades to significant ADA compliance improvements.

Fire Plan Review

BV staff have the capacity to consult closely with the local Fire Department Chief or their designated representative on any areas which require code interpretation or where alternate methods are being proposed and considered. The firm's proposed fire plan check engineers have specific experience working with multiple types of

facilities to ensure compliance with applicable codes, standards, and amendments, including CFC, CBC, the Adopted National Fire Protection Standards, the California Health and Safety Codes, CSFM, and U.L. BV's experience includes written comments and verbal communication with applicants to better understand requirements and provide direction for compliance, as well as close communication with fire departments to clarify policies, code interpretations, plan review status, and procedures. BV has reviewed hundreds of projects for fire safety components, including NFPA 13, NFPA 72, and NFPA 101, among others.

Green Building Review

BV has plan review engineers, plans examiners, and inspectors who are well versed and experienced with energy code compliance. Firm staff have been involved at various levels of energy code development in California and are certified to review and inspect for energy codes. BV staff have reviewed plans, and inspected projects, which incorporate new technology, and complex energy code compliance. The firm has staff available to the City who are CAL Green Certified.

Building Inspection

BV inspectors are ICC certified and have extensive experience in the construction trades as well. Fast-track projects may be built into small phases based on incremental design and fabrication steps. In such cases, the firm's inspection team keeps daily logs to track corrections and plan review changes. BV's inspection team also has the capacity to provide on-call building inspection services to cover personnel vacation time, peak work loads, specialized inspection activities, and any other situations which may arise. **These activities may include next-day inspections and same-day response** to important or urgent requests. BV's building inspection services can be adjusted to provide a high level of coordination specifically suited to the design-build concept.

BV is able to provide the City with ICC certified personnel to provide the following services:

- Read and study project specifications, plans, and drawings to become familiar with project prior to inspection, ensuring structural or architectural changes have been stamped as approved by

2. DESCRIPTION OF SERVICES AND RATES

appropriate authority and recognizing the need for and requiring plan checks for electrical, plumbing, and mechanical code requirements.

- Perform and document inspections on construction projects to determine all aspects of the project such as foundations, building, electrical, plumbing, and mechanical systems conform to the applicable building codes, zoning ordinances, energy conservation, and disabled access requirements including known local, city, state, and federal requirements.
- Review plans for building construction, plumbing, electrical, and mechanical details prior to making inspection.
- Bring to the attention of the City for approval of certain changes in building, plumbing, mechanical, electrical, and related work consistent with code and ordinance requirements.
- Participate in reviews with fire, health, and other government agency inspectors & owners.
- Maintain a record of non-complying items and follow up to resolution of such items.
- Upon request, the firm will inspect existing buildings for substandard, unsafe conditions.

Virtual Inspections

BV is able to conduct virtual, no-contact field inspections in an effort to continue progress at as many active jobsites as possible for both new and existing clients. Using interactive technology, our building inspector will participate in a live session with the contractor to perform the inspection(s) remotely through the use of a mobile device. Our goal is to allow construction to progress while maintaining a safe environment for all involved through social separation.

The firm strongly believes in the long term value of these digital platforms and in their potential to change how inspection services are executed. The circumstances faced by society will be a catalyst to help drive the adoption of this new service, but once the ease of use and value creation is experienced first-hand BV believes it will become a standard component of inspection programs.

BV's remote inspection services ensure the firm can keep its employees and City staff safe by reducing direct contact, adhering to social distancing best

practices and keep critical tasks moving forward with diminished need for in-person contact.

Permit Technician Services (optional)

BV is available to work and build positive relationships with the City's staff to seamlessly staff the public counter, issue counter permits, answer plan review or inspection questions, and assist the public with a high level of customer service. BV will provide the City with ICC certified Permit Technicians and services may include, but are not limited to, the following:

- Review permit applications for completeness
- Accept, login, and route plans
- Calculate and/or collect fees
- Issue permits
- Review and issue counter permits
- Maintain permit records
- Use jurisdiction permitting programs and/or software (Our Permit Technicians will familiarize to using the City's permitting system)
- Provide assistance with general office and administrative duties as assigned

2. DESCRIPTION OF SERVICES AND RATES

RATES PROPOSAL

CITY OF LAKE ELSINORE - BUILDING PLAN CHECK AND INSPECTION SERVICES

Note: Fees are submitted under separate cover.

2. DESCRIPTION OF SERVICES AND RATES

BV EXPANDED SERVICES OVERVIEW

Below is partial listing of Bureau Veritas North America, Inc. services.

CONSTRUCTION CODE COMPLIANCE:

GOVERNMENT & PUBLIC ORGANIZATIONS

- Building Department Administration
- Building Plan Review
- Building Inspections
- Civil Plan Review and Inspections
- Disaster Recovery Inspections
- Food Establishment Inspections
- Balcony Safety
- Icheck
- Fire Safety Services
- Planning Services
- Public Works Services
- Inspector of Record
- State Specialty

PRIVATE ORGANIZATIONS

- Accessibility Plan Review & Inspections
- Code Consulting
- Energy Code Compliance
- Green Building Programs
- Risk Management Programs
- Third Party Plan Review & Inspections

ARCHITECTURE AND ENGINEERING SERVICES:

- Architectural Design
- Electrical Engineering
- Structural Engineering
- Civil Engineering
- MEP Engineering
- Residential Engineering

CONSTRUCTION SERVICES:

- As-Built Drawings / 3DVR
- Bid Document Services
- Construction Management
- Construction Monitoring
- Design / Build
- Façade Access Systems
- Program Management
- Project Management
- ProTrack

POWER & UTILITIES (WET & DRY)

- Building a Power Plant
- Solar Roof Tops
- Emission Measurement
- Photovoltaic (Solar Electric) Power
- Wind Power
- EV Vehicle Charging/Fleet Electrification

INDUSTRIAL MANUFACTURING COMPLIANCE:

- Boiler and Pressure Vessel Inspection
- Cargo Container Inspection
- CE Marking
- Pressure Equipment Directive (PED)
- Certification of USDOT Hydrostatic Facilities
- Expediting
- In-Service Inspection
- Mechanical Equipment Inspection
- Nondestructive Testing
- Protective Coatings Inspection
- Railway Component Inspection
- Shop and Site Installation Inspection
- Structural Steel Fabrication Inspection
- Technical Training
- Welding Engineering
- Manufacturing Compliance and Certification

ELEVATOR INSPECTIONS:

- Routine Inspections
- Plan Review
- Maintenance Audits/ Surveys
- Periodic Inspections and Test Witnessing
- Final Acceptance Test Witnessing
- Specification Reviews
- Modernization / Maintenance Surveys
- Accident Investigations

- Insurance Carrier Inspection Requirements
- Fire Service and Emergency Power Test
- Witnessing

COMMISSIONING

- BV Mission Critical
- Existing Building Commissioning
- New Building Commissioning
- Preventative Maintenance Services

ENVIRONMENTAL

- Phase I ESAs
- Phase II Site Investigation Assessment
- Radon Testing & Mitigation
- Vapor Intrusion Studies
- Asbestos & Lead Services

DUE DILIGENCE SERVICES:

- Phase I ESAs
- Property Condition Assessments
- Seismic Risk Assessments / PML
- Storm Damage Assessments
- Moisture Intrusion Assessments
- Energy Audits & High-Performance Building Assessments
- ADA Assessments
- ALTA Surveys
- Zoning Reports

LAND PLANNING

- ALTA Surveys
- Zoning Reports
- Land Planning Services

FACILITIES ASSESSMENTS

- ADA Assessments & Consulting
- Drone Technology
- Facility Condition Assessments
- Paving Evaluations
- Roof Assessments
- Site Condition Surveys
- Water Intrusion Assessments
- Property Condition Assessments
- Storm Assessment Restoration
- Green PCA

3. CURRENT AND FORMER CLIENTS



B U R E A U

V E R I T A

3. CURRENT AND FORMER CLIENTS

NATIONAL CITY

ADMINISTRATIVE, PERMIT, PLAN REVIEW, AND INSPECTION SERVICES

Project Reference: Brian Hadley, MCP, MCEP
Acting Community Development Director
/Building Official - Community Development Department
A. 1243 National City Boulevard, National City, CA 91950
P. 619.336.4213
E. bhadley@nationalcityca.gov
Contract Date/Year of Services: 2019 - Present



Project Summary: The District of National City's Engineering & Public Works Department sought consultant firms to provide on-call project support services for National City's Capital Improvement Program (CIP) and other professional services. Bureau Veritas was selected for its broad range of capabilities and depth of services to provide as-needed Building Support Services, Civil Engineering, Structural Engineering, MEP, ADA Compliance, Environmental Compliance and Capital Needs Assessments.

CITY OF EL CENTRO

3RD PARTY PLAN REVIEW SERVICES

Project Reference: Frank Soto, Assistant Community Development Director / Building Official
A. 1275 W. Main St., El Centro CA 92243
P. 760.337.5121
E. FSoto@cityofelcentro.org
Contract Date/Year of Services: 2019 - Present



Project Summary: BV was selected to provide 3rd party plan review services to the City of El Centro to support the sustained growth and high permit activity of the City. BV provided technical input on updating the Building Codes to adopt new 2022 codes, and assist in updating inactive and outdated ordinances. BV will perform the technical work and prepare the building code component of the update, including drafting Ordinance for the Code Adoptions, Resolution of Findings for the Amendments and preparing staff report(s).

SAN DIEGO STATE UNIVERSITY

A-1 & A-2 PLAN REVIEW SERVICES

Project Reference: Amanda Scheidlinger, AIA, LEED AP BD+C,
Construction Administrator
A. 5500 Campanile Drive, San Diego, CA 92182
P. 619.594.5224
E. ascheidlinger@mail.sdsu.edu
Contract Date/Year of Services: 2014 - Present



Project Summary: BV has provided plan review services on multiple projects, including the South Campus Plaza, College of Extended Studies, New Engineering and Science Building, Engineering and Interdisciplinary Science Complex, the Confucius Institute, New Residence Hall and more.

3. CURRENT AND FORMER CLIENTS

CITY OF CHULA VISTA

PERMIT PROCESSING, BUILDING PLAN REVIEW, BUILDING INSPECTION, AND CODE ENFORCEMENT SERVICES

Project Reference: Shayne Wagner, Building Official – CBO, CCEO, Development Services Department

A. 276 Fourth Avenue • Chula Vista, CA 91910

P. 619.409-1960

E. swagner@chulavistaca.gov

Contract Date/Year of Services: 2015 - Present



Project Summary: BV was selected to provide permit processing, building plan check, building inspections and code enforcement services on an as-needed basis. Inspections include providing next workday inspections of all requested inspections and re-inspections for compliance with City and State codes and regulations.

UC SAN DIEGO

BUILDING AND FIRE PLAN REVIEW AND INSPECTION SERVICES

Project Reference: Wm. Joel King AIA, LEED AP, Assistant Vice Chancellor and Campus Architect

A. 9500 Gilman Dr, La Jolla, CA 92093

P. 858.822.3719

E. wjking@ucsd.edu

Contract Date/Year of Services: 2020 - Present



Project Summary: BV was selected to provide building code plan review services for UC San Diego, assuring a consistent and systematic process for review of building plans for Campus Health and Safety System capital improvement projects. BV utilizes Bluebeam Studio to electronically transmit plan review documents between University departments, design professionals, CPM and Design & Development Services (DDS), with full integration into the DDS on-line Plan Review System (PRS) independent, responsible, third-party opinion of California Building Code (CBC) code compliance.

COUNTY OF RIVERSIDE

ON-CALL PLANS EXAMINER, BUILDING INSPECTOR, COUNTER TECHNICIAN, AND GEOTECHNICAL SERVICES

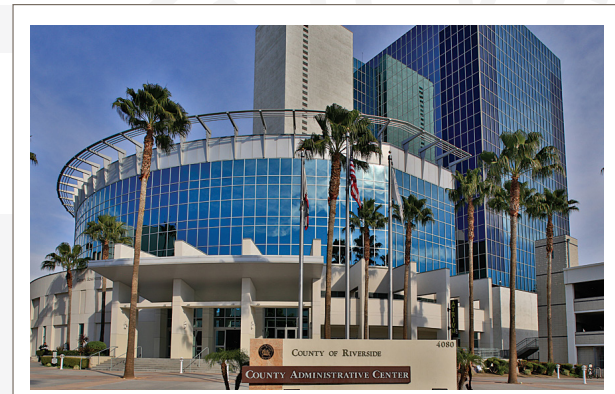
Project Reference: Frank Soto, Assistant Community Development Director / Building Official

A. 4080 Lemon Street, 9th floor • Riverside, CA 92502

P. 951.955.3918

E. jcaballe@rivco.org

Contract Date/Year of Services: 2020 - Present



Project Summary: BV was selected to provide County of Riverside with on-call plan review, building inspections, counter technician and geotechnical services. Projects include single family residential, multi family residential, commercial tenant improvements, new commercial, additions, and others.

3. CURRENT AND FORMER CLIENTS

CSU SAN MARCOS

BUILDING AND FIRE PLAN REVIEW

Project Reference: Bryan Licht, Project Manager
A. 288 Campus Way, Suite 102, San Marcos, CA 92096
P. 760-750-4658
E. blicht@csusm.edu
Contract Date/Year of Services: 2017 - present

Project Summary: BV has been providing services to CSU San Marcos through the systemwide Master Enabling Agreement since 2014 with projects completed at CSU San Marcos beginning in 2017. **Select projects include the following:**

- Integrated Sciences and Engineering (IS&E) Building - Phase 1-B
- Admin Building HVAC
- Arts Elevator Addition
- Athletics Multi-purpose Field Project
- Science Elevator Addition
- Science Hall
- Pedestrian Bridge
- Computer Lab / Reno Food Pantry



COUNTY OF SAN DIEGO

PLAN REVIEW SERVICES

Project Reference: Dennis Howe, P.E., Chief, Building Division
A. 5530 Overland Ave, Fourth Floor. San Diego, CA, 92123
P. 858.694.3039
E. dennis.howe@sdcounty.ca.gov
Contract Date/Year of Services: 2023 - present

Project Summary: BV was selected to provide County of San Diego with on-call plan review services. Projects include new single family residential, ADU's and single family residential additions and remodels.



3. CURRENT AND FORMER CLIENTS

CURRENT AND FORMER CLIENTS

Bureau Veritas has served nearly 200 jurisdictions over the past 49 years. Below is a listing of clients for projects managed out of our Southern California office over the past five years.

Cahuilla Band of Indians	City of Menifee	City of South El Monte
California State University Bakersfield	City of Monrovia	City of Thousand Oaks
Camp Pendleton & Quantico Housing, LLC	City of Moreno Valley	City of Torrance
City of Agoura Hills	City of Murrieta	City of Ventura
City of Anaheim	City of National City	City of Vista
City of Beaumont	City of Newport Beach	City of West Hollywood
City of Carpinteria	City of Norwalk	County of Calavarez
City of Chino	City of Oceanside	County of Los Angeles
City of Chula Vista	City of Ontario	County of Orange
City of Colton	City of Orange	County of Riverside
City of Corona	City of Oxnard	County of San Bernardino
City of Costa Mesa	City of Palm Springs	County of San Diego
City of Downey	City of Palmdale	County of San Luis Obispo
City of El Centro	City of Pasadena	County of San Luis Obispo
City of Fillmore	City of Pismo Beach	County of Santa Barbara
City of Fontana	City of Placentia	CSU Dominguez Hills
City of Fullerton	City of Rancho Cucamonga	CSU Monterey
City of Garden Grove	City of Rancho Santa Margarita	CSU San Diego
City of Glendale	City of Redlands	CSU San Marcos
City of Hermosa Beach	City of Redondo Beach	Imperial County
City of Huntington Beach	City of Rialto	Jamul Casino Hotel
City of Indio	City of Riverside	Judicial Council of California
City of Irvine	City of Salt Lake City	La Palma
City of La Mesa	City of San Bernardino	Lytton Band of Pomo Indians
City of La Palma	City of San Diego	Metropolitan Water District of Southern CA (MWD)
City of La Quinta	City of San Dimas	San Diego Port District
City of Laguna Woods	City of San Luis Obispo	San Diego State University
City of Lake Elsinore	City of San Marcos	Sycuan Band of the Kumeyaay Nation
City of Lancaster	City of Santa Ana	UC San Diego
City of Lompoc	City of Santa Barbara	University of Utah
City of Long Beach	City of Santa Clarita	
City of Los Angeles	City of Simi Valley	
City of Malibu	City of Solana Beach	

4. PROFESSIONAL SERVICES AGREEMENT



B U R E A U

V E R I T A

4. PROFESSIONAL SERVICES AGREEMENT

CITY'S PROFESSIONAL SERVICES AGREEMENT

Bureau Veritas North America, Inc. has reviewed the City's standard consultant contract and has no concerns that would require negotiation/modification in order to be acceptable. We request no exceptions to the Agreement. BV is willing to enter into a contract under the terms and conditions outlined in the City's Attachment B.

5. EVIDENCE OF INSURANCE



BUREAU

VERITAS

5. EVIDENCE OF INSURANCE

CERTIFICATE OF INSURANCE

Below is a sample certificate of insurance which highlights our coverages. We will provide certificate of insurance with the City named as insured upon request.

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE(MM/DD/YYYY) 12/28/2023		
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER Aon Risk Services Northeast, Inc. Aon Risk Services Northeast, Inc. NY NY Office One Liberty Plaza 165 Broadway, Suite 3201 New York NY 10006 USA			CONTACT NAME: PHONE (A/C No. Ext): 866-283-7122 FAX (A/C No.): 800-363-0105 E-MAIL ADDRESS:			
INSURED Bureau Veritas North America, Inc. 16800 Greenspoint Park Drive Suite 3005 Houston TX 77060 USA			INSURER(S) AFFORDING COVERAGE		NAIC #	
			INSURER A: Hartford Fire Insurance Co.		19682	
			INSURER B: Allianz Global Risks US Insurance Co.		35300	
			INSURER C: Trumbull Insurance Company		27120	
			INSURER D:			
			INSURER E:			
			INSURER F:			
COVERAGES CERTIFICATE NUMBER: 570103307352 REVISION NUMBER:						
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS.						
Limits shown are as requested						
INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY) POLICY EXP (MM/DD/YYYY)	LIMITS
B	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENTL AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			USL00159324	01/01/2024 01/01/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/POP AGG \$2,000,000
A	X AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRE AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			10 AB S41202 AOS	01/01/2024 01/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB DED RETENTION					EACH OCCURRENCE AGGREGATE
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	10WNS41200 See State Policy Addendum	01/01/2024 01/01/2025	X PER STATUTE E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000
B	Architects & Engineers Professional			USF00248024 Claims Made SIR applies per policy terms & conditions	01/01/2024 01/01/2025	Each Claim \$1,000,000 Aggregate \$1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Evidence of Insurance.						
CERTIFICATE HOLDER Bureau Veritas North America, Inc. 180 Promenade Circle, Suite 150 Sacramento CA 95834 USA			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Aon Risk Services Northeast, Inc.			

Holder Identifier :

Certificate No : 570103307352

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ACORD 25 (2016/03)

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6. FIRM OVERVIEW



B U R E A U

V E R I T A

6. FIRM OVERVIEW



FIRM PROFILE

Bureau Veritas is a multi-national corporation with a history which includes 196 years of providing worldwide regulatory compliance service to industry and governmental agencies. Founded in 1828, Bureau Veritas is a global leader in quality assurance, health, safety, and environmental (QHSE) solutions. Recognized and accredited by the largest national and international organizations and with over 80,000 employees, Bureau Veritas has unparalleled resources to manage projects requiring a broad range of expertise across vast geographies. With operations in 140 countries and all continents, BV draws on the synergies between its local teams and dedicated technical centers worldwide.

We are the largest plan review firm in the United States, with a long-established operation in California. In addition, we have provided other public works services for multiple jurisdictions throughout California and the United States for 49 years.

COMMITMENT TO PROVIDING SERVICES

BV will always strive to deliver excellent service and work hard to meet and exceed the City's expectations regarding all agreed upon turnaround times. Our proposed program establishes a process to ensure that the City will receive only the highest quality plan reviews. We will provide services with the objective of verifying compliance with the requirements adopted at the State and Federal levels, the City's adopted building codes, zoning ordinances, regulations and adopted ordinances, policies and standards, and other relevant program standards and requirements.

Our staff knows the value of clear and transparent communication and how to work together as a team in conjunction with a jurisdiction. This philosophy is put into practice on all of our projects and is a great value to our municipal clients. Our familiarity with coastal communities

including City of Lake Elsinore, exceptional attention to customer service, large pool of experienced personnel and ability to provide value-added services make BV the optimal choice for meeting the City's ongoing Plan Review and other Building and Safety needs.

The firm's range of experience in this arena covers every key area of service defining a building department. The firm is skilled at helping existing departments augment or refine their current level of client service and is also capable of crafting a department from the ground up. BV will consistently provide excellent customer service and qualified staff for all project types.

Our service offerings include:

- ✓ Building Plan Review
- ✓ Building Inspections
- ✓ Building Official/Administration
- ✓ Architectural, structural, mechanical, electrical, plumbing plans and construction documents examination
- ✓ Civil engineering plan review
- ✓ ICC and CASp Certified Professionals
- ✓ Code enforcement
- ✓ Fire and life safety plan review & inspection
- ✓ Staff augmentation & attendance at occasional meetings at City Hall as required
- ✓ Green building, ADA & accessibility, LEED
- ✓ Electronic and digital plan review services



6. FIRM OVERVIEW

CALIFORNIA OFFICE LOCATIONS

The firm's partnership with the City will be managed out of its office in **San Diego, CA** and augmented by staff located at the firm's 6 additional California offices as needed.

Our San Diego office is located just 50 miles door-to-door to the City, facilitating quick and efficient responses to your needs.



1

SAN DIEGO

9988 Hibert Street,
Suite 100
SAN DIEGO, CA 92131
Tel: 858.863.2000

2

IRVINE

220 Technology Drive,
Suite 100
IRVINE, CA 92618
Tel: 714.431.4100

5

SAN LUIS OBISPO

1411 Marsh Street
Suite 107
SAN LUIS OBISPO, CA 93401
Tel: 805.792.1109

3

PASADENA

600 N. Rosemead Boulevard,
Suite 233
PASADENA, CA 91107
Tel: 626.325.9800

6

SACRAMENTO

180 Promenade Circle,
Suite 150
SACRAMENTO, CA 95834
Tel: 916.725.4200

4

WESTLAKE VILLAGE

250 N. Westlake Boulevard,
Suite 150
WESTLAKE VILLAGE, CA 91362
Tel: 805.230.2888

7

SANTA ROSA

111 Santa Rosa Avenue,
Suite 406
SANTA ROSA, CA 95404
Tel: 707.206.1265

6. FIRM OVERVIEW

COMPETENCE THROUGH CERTIFICATION - INTERNATIONAL CODE COUNCIL

Building plan review and inspections depend on more than codes and standards. Service levels of the highest quality during the provision of these services result from providing trained professionals with the resources and ongoing support necessary to stay current with the latest advancements. ICC certification ensures competent plan examiners and engineers are involved in the critical building approval process. It also helps to continue attracting an increasing level of competence and professionalism into the building code community. The ICC certification represents the BV team's commitment to providing qualified plan review, building permitting, and inspection staff to the firm's clients.

✓ Building Plans Examiner	✓ Combination Inspector	✓ Electrical Plans Examiner	✓ Residential Building Inspector
✓ Accessibility Inspector/Plans Examiner	✓ Combination Inspector - Legacy	✓ Energy Code Specialist	✓ Residential Combination Inspector
✓ Building Inspector	✓ Combination Plans Examiner	✓ Fire Inspector I	✓ Residential Electrical Inspector
✓ Certified Building Code Official	✓ Commercial Building Inspector	✓ Fire Inspector II	✓ Residential Energy Inspector/Plans Examiner
✓ Certified Building Official	✓ Commercial Combination Inspector	✓ Fire Plans Examiner	✓ Residential Fire Sprinkler Inspector/Plans
✓ Certified Electrical Code Official	✓ Commercial Electrical Inspector	✓ Green Building Residential Examiner	✓ Residential Mechanical Inspector
✓ Certified Fire Code Official Inspector	✓ Commercial Energy Inspector	✓ ICC/AACE Property Maintenance and Housing	✓ Residential Plans Examiner
✓ Certified Fire Marshal	✓ Commercial Energy Plans Examiner	✓ ICC/AACE Zoning Inspector	✓ Residential Plumbing Inspector
✓ Certified Housing Code Official	✓ Commercial Mechanical Inspector	✓ Master Code Professional	✓ Spray-applied Fireproofing Special Inspector
✓ Certified Mechanical Code Official	✓ Commercial Mechanical Inspector Examiner	✓ Mechanical Inspector UMC	
✓ Certified Plumbing Code Official	✓ Commercial Plumbing Inspector	✓ Mechanical Plans Examiner	
✓ Coastal and Floodplain Construction Inspector	✓ Disaster Response Inspector	✓ Plumbing Inspector UPC	
	✓ Electrical Inspector	✓ Plumbing Plans	

Coupled with our extensive ICC certifications, our group also holds the following licenses and certifications:

✓ Professional Engineer	✓ Electrical Engineer	✓ Engineer	✓ Journeyman Plumber
✓ Registered Architect	✓ Mechanical Engineer	✓ Professional Geologist	✓ Master Electrician
✓ Master Plumber	✓ Structural Engineer	✓ Asbestos and Mold Analyst Specialist	✓ Journeyman Electrician
✓ Master Electrician	✓ LEED AP	✓ Elevator Inspector	✓ Registered Sanitarian
✓ Certified Floodplain Manager	✓ Fire Protection Engineer	✓ Master Plumber	
	✓ Environmental		

6. FIRM OVERVIEW

“

WHAT THEY'RE SAYING

Thank you as always for providing such a thorough review to fit with our increasingly tight project schedules. We appreciate the hard work BV puts into every project, especially when our teams push to get everything done in an expedited manner.

*Amanda Scheidlinger, AIA, DBIA, LEED AP BD+C,
SAN DIEGO STATE UNIVERSITY*

”



WHY CHOOSE BUREAU VERITAS?

Knowledge and Expertise

Certified by the International Code Council and licensed by applicable state agencies, BV plans examiners and engineers are proficient in the application of design and testing standards and have participated in the development of design standards on many different levels.

BV inspection staff is also certified by the International Code Council and many are multi-disciplined. Having a multi-disciplined inspector ensures consistent inspections by the same inspector for all trades. Multi-disciplined inspectors also provide the construction teams with a single point of contact throughout the duration of the project.

Reputation

BV has become the leader in construction code compliance services throughout the United States. The growth of BV's construction code compliance division is the result of repeat clients and client referrals.

Regional and Local Expertise

BV provides depth of resources to maximize flexibility and deliver quality services with personal attention.

“

WHAT THEY'RE SAYING

BV really came through. They expedited the review in order to allow us to get this out to OSFM today.

Richard E. King, AIA, LEED AP BD+C

”

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7. TEAM AND RESUMES



BUREAU

VERITAS

7. TEAM AND RESUMES

AN EXPERT TEAM TO MEET THE CITY'S NEEDS

BV has assembled a team of experts who are equipped to continue the provision of exemplary deliverables associated with Building Plan Check and Inspection Services for the City of Lake Elsinore. Each individual brings a wealth of knowledge unmatched by any other company and has been specifically chosen for their experience in performing the required scope of work detailed in the RFP as well as their extensive list of certifications and licenses. The organizational chart on this page illustrates lines of communication and which services the firm's project team will provide to the City.

Key team member resumes which include their educational backgrounds, experience, and professional licenses/certifications, may be found on the following pages. Additional resumes will be provided upon request.

MANAGEMENT CONTACTS

Principal-in-Charge / Contract Liaison

Craig Baptista, M.B.A.

VP, West - Plan Review and Inspection
9988 Hibert Street, Suite 100, San Diego, CA 92131
P: 916.514.4516 | C: 916.291.9151 | F: 916.725.8242
E: craig.baptista@bureauveritas.com

Project Managers

Moe Heivand, P.E.

Regional Operations Manager
9988 Hibert Street, Suite 100, San Diego, CA 92131
P: 858.863.2013 | C: 858.353.8058
E: moe.heivand@bureauveritas.com

Jason Pasiut, MPA, C.B.O., CASp

Operations Manager
9988 Hibert Street, Suite 100, San Diego, CA 92131
P: 858.863.2000 | C: 858.353.8058
E: jason.pasiut@bureauveritas.com



LEADERSHIP TEAM

Craig Baptista, M.B.A.,
Vice President

Moe Heivand, P.E.,
Regional Operations Manager
Jason Pasiut, MPA, C.B.O., CASp
Operations Manager
Anthony Azpeitia
Client Liaison

PLAN REVIEW ENGINEERS

Boniface Simbwa, P.E.
Morteza Beheshti, P.E.
Syed Allem, P.E.
Steve Suhendra, P.E., LEED AP
Michael Hill, S.E.
Ali Soheli, P.E.
Viswanath Basavaraja, P.E.
HoJun Kong, P.E., CASp

PLANS EXAMINERS

Rebecca Wisniewski

CERTIFIED ACCESS SPECIALIST

HoJun Kong, P.E. CASp
Jason Pasiut, MPA, C.B.O., CASp

BUILDING INSPECTORS

Jannese Franco
Robert Barton
Robin Stephens
Hossein Motamedi
Rick Beaver
Gene Koshiol

**Craig Baptista****Vice President – West, Plan Check & Inspection / Principal-in-Charge****EDUCATION**

M.B.A.
B.S., Business Management

**REGISTRATIONS/
CERTIFICATIONS**

Six Sigma Green Belt Certified
OSHA 30
United States Navy: Honorable
Discharge

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
Occupational Safety and Health
Administration (OSHA)

TOTAL YEARS OF EXPERIENCE

21+

TENURE WITH BV

7+

TOTAL YEARS OF EXPERIENCE

21+

Prior to joining Bureau Veritas, Craig served as Director of Operations and is a business professional experienced in leading multiple branch offices in various states. Craig has over 20 years of experience in the construction industry. He is results-oriented and has exceptional experience building and managing successful programs and relationships. He is a skilled communicator capable of articulating complex ideas in a concise and persuasive manner. Craig has proven experience as a facilitator of solutions for client problems and is a strategic thinker with the ability to translate vision into tactics. He is self-motivated, passionate and resourceful. Craig has expertise identifying client needs and is able to execute problems quickly by utilizing his professional business management skills. He is equally effective working independently or collaborating with others.

SELECT PROJECT EXPERIENCE

Craig has managed various projects as Director of Operations and successfully reduced operating expenses by 18% through implementation of a preventative maintenance program and establishment of a baseline repair cost matrix. He provided leadership, mentoring, direction and training for a 35 member Operations team that included Branch Managers, Project Managers, and other staff. He developed annual business plans, market strategies, operations and sales goals which resulted in year over year growth. Craig has worked on various significant projects, including, but not limited to:

- City of Santa Rosa - Disaster Recovery, Building, Fire and Engineering
- City of Santa Clara Engineering / Public Works
- Apple Campus II in Cupertino, CA
- Cal Trans - Bay Bridge Project in Oakland, CA
- Tesla Gigafactory in Sparks, NV
- Souza Construction - Lemoore Naval Air Station Project in Fresno, CA
- Advance Range Solution - Fort Hunter Liggett in Jolon, CA
- Hensel Phelps - Mule Creek Prison in Lone, CA
- City of Fairfield - Building, Engineering / Public Works
- City of Rancho Cucamonga Engineering / Public Works
- Orange County Public Works

Vice President, West Region**Bureau Veritas North America, Inc.****2015 - Present**

Serves as Vice President for the West Coast code compliance division. Manages over 50 employees throughout California, Arizona, Nevada, Washington, and Utah. Oversees plan review and inspection activities to ensure BV has ample resources to meet turnaround times and provide quick response to inspection requests. Effectively reduced the number of reviews by promoting direct contact with designers and municipalities to remedy code deficiencies, allowing our team to approve projects during the second submittal phase.



RESUME

Moe Heivand, P.E. Regional Manager

EDUCATION

B.S. Civil Engineering

LICENSES/CERTIFICATIONS

Registered Professional Engineer:

CA, # 38227

GA, #PE041147

ICC Certified:

Building Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE WITH BV

6+

TOTAL YEARS OF EXPERIENCE

43+

Moe has 43 years of experience as an engineer, with nearly 30 years as a plan review engineer. As Regional Manager responsible for multiple jurisdictions, Moe consistently provides a high level of customer service, often going above and beyond what is expected. Has extensive experience with OSHPD 3 clinics in the City of San Diego.

SELECT PROJECT EXPERIENCE:

Regional Manager / Project Manager Bureau Veritas North America, Inc.

2014 - Present

Ensures successful review of plans for jurisdictions throughout California and Nevada, including both civil and building reviews. Select clients include Cities of Murrieta, Lake Elsinore, Corona, Rancho Cucamonga, Chula Vista, Costa Mesa, and others. Reviews commercial and residential projects of all sizes and complexities.

Provisional Associate Structural Engineer Development Services Department City of San Diego 2012 - 2014

Associate Structural Engineer Development Services Department City of San Diego 1985 - 2012

Reviewed proposed commercial and residential building designs to ensure compliance with legal requirements pertaining to structural strength, sound insulation, fire resistance, life safety, green code and disable access. This included tenant improvements for large-scale commercial buildings to ensure compliance with applicable codes. Reviewed OSHPD projects.



RESUME

Jason Pasiut, MPA, C.B.O., CASp Operations Manager

EDUCATION

Master of Public Administration,
City Planning
B.S., Business Administration
A.S., Business Administration
Military Police Non-Commissioned
Officer Academy
Basic Non-Commissioned Officer
Academy Graduate, Military Police
Leadership Principles
Army Engineer School
Construction Engineering
Supervision

LICENSES/CERTIFICATIONS

Certified Access Specialist
(CASp #886)

ICC Certified:
Building, Mechanical, Plumbing,
Electrical, Reinforced Concrete,
Structural Masonry inspector,
Fire Inspector I and II
Residential Fire Sprinkler Plans
Examiner/Inspector
Certified Building Official
Building Plans Examiner
Residential Plans Examiner

Credentialed State of California
Disaster Service Worker

PROFESSIONAL AFFILIATIONS

International Code Council, San
Diego Chapter Past President
CALBO Legislative Committee

HONORS / AWARDS

Combat Action Badge
Global War on Terrorism
Service Medal
Iraq Campaign Medal
Global War on
Terrorism Expeditionary Medal
Army Commendation Medal

TENURE WITH BV

1+

TOTAL YEARS OF EXPERIENCE

23+

Jason has more than 23 years of experience in the Building and Safety industry and is committed to ensuring the integrity of the built environment in collaboration with all interested parties. His background includes experience with every aspect of a building department, including Development Services counter experience, Geotechnical inspection, Special Inspection, Municipal Building Inspection and Plans Examination. He also has experience as a Building Official for a jurisdiction of 120K citizens and is a Certified Access Specialist.

SELECT PROJECT EXPERIENCE:

Operations Manager Bureau Veritas North America, Inc. 2023 - Present

Ensures successful plan review and inspections for various projects throughout Southern California. Reviews plans for compliance with structural and seismic provisions of the California Building Code. Projects include both residential and commercial structures.

Plan Check Supervisor Private Sector 2018 - 2020

Supervised a team of highly skilled plan examiners who concentrate on Tenant Improvements, Building and Life Safety, and Accessibility. We provide plancheck services for over 61 jurisdictions throughout the state of California.

Plans Examiner Private Sector 2017 - 2018

Promoted to Tenant Improvement, Building and Life Safety, and Accessibility Plan Examiner.

Counter Technician and Combination Building Inspector Private Sector 2013 - 2017

Conducted inspections and counter technician services for 7 San Diego jurisdictions; gaining valuable experience using HTE, TrackIt, Springbrook, and paper based Building Division processes. I volunteered to work as a floating Inspector and Counter Technician for our local customers. Being ICC certified allowed me to work as a Fire Inspector, Building Inspector, and Counter Technician. All of this experience has made me a better Plan Examiner.

Outside Property Claim Professional Travelers 2009 - 2013

Investigated cause and origin of personal and commercial lines property damage claims; analyzed coverage, made coverage decisions, negotiated settlement and managed payment of claims.

Building Inspector I City of Oceanside 2005 - 2009

Enforced California Building Codes, municipal ordinances, federal accessibility, SWPPP requirements, and GREEN building regulations. ICC certified: Building, Plumbing, Mechanical, Electrical, and Masonry Inspector; State of California Disaster Service Worker. Served on City Green Building Ordinance committee and International Code Council San Diego Chapter - Special Inspection committee. Developed the City of Oceanside Procedures for Special Inspection.

Michael Hill, S.E. Structural Plan Review Engineer

EDUCATION

MSCE Structural Engineering
B.S., Architectural (Structural)
Engineering
A.A., Mathematics

REGISTRATIONS/ CERTIFICATIONS

Registered Civil Engineer:
CA, #66303
Registered Structural Engineer:
CA, #5992
ICC Certified:
Building Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE WITH BV

5+

TOTAL YEARS OF EXPERIENCE

28+

Michael is a results-driven professional engineer with 28+ years of experience in construction and engineering. He has designed structures for numerous projects and has extensive experience in working with architects and engineers for residential, commercial, and industrial buildings, as well as miscellaneous support structures, concrete foundations, seismic restraints, and retrofitting existing structures. He has code compliance experience with current CBC, IBC, ASCE, AISC, and ACI codes and seismic provisions.

Michael's background includes preparing structural calculations and construction documents, client and contractor coordination, submittal reviews, and structural observations. He has structural design experience in various material designs such as steel, concrete, masonry, and wood. His expertise includes structural engineering, contracts and proposals, general construction, project management, and client relations.

SELECT PROJECT EXPERIENCE:

Plan Check Engineer Bureau Veritas North America, Inc. 2016 - Present

Provides plan check and code consultation services on projects of varying scopes and sizes for Southern California jurisdictions. Assignments include:

- **San Diego State University:** Conducts foundation only plan review for the Engineering & Interdisciplinary Science Complex (5-story instructional building). Responsible for full plan review services for the South Campus Plaza (housing for up to 600 students and 34,000 square feet of retail development).
- **City of Anaheim:** Conducts in house and outside plan review services for the City. Projects vary in size and include single family residences and high rise hotels. Assists the City with over the counter reviews when necessary. Oversees workload of other BVNA staff performing reviews for the City and ensures turnaround times are met. Maintains 100% accuracy with meeting turnaround times.
- **City of La Mesa:** Provides as needed plan review services for commercial and residential projects.

Associate Structural Engineer San Diego Development Services 2014 - 2017

Reviewed and evaluated architectural and structural construction documents submitted for approval utilizing applicable codes, standards, guidelines, laws, appropriate municipal ordinances, as well as construction and engineering standards. Determined review fees and authorized the release of approved documents for city permits. Checked engineering calculations and provided timely oral and written communication detailing any design or construction deficiencies in plans and specifications. Interacted with the public, professional design consultants, project managers, and contractors, to communicate permit application procedures as well as regulatory and code requirements. Participated in recommending and establishing policies, procedures, standards, guidelines, and specifications.



Boniface Simbwa, P.E. Plan Review Engineer

EDUCATION

M.S., Civil Engineering

B.S., Civil Engineering

REGISTRATIONS/ CERTIFICATIONS

Registered Professional Engineer:

CA, #49713

GA, #PE041084 (renewal pending)

ICC Certified:

Building Plans Examiner

DSA - Fire & Life Safety Plan

Review Certificate 2018

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

31+

Boniface has 31+ years of experience reviewing residential, commercial, and industrial projects in Southern California. He is able to work effectively with contractors, designers, and owners when code issues arise. He is thorough, organized, and detail-oriented.

SELECT PROJECT EXPERIENCE

Plan Review Engineer

Bureau Veritas North America, Inc.

2015 - Present

Performs plan review services for multiple jurisdictions in Southern California. Assignments include:

City of Agoura Hills

- Reviews commercial and residential plans on an as-needed basis for the City of Agoura Hills. Projects include new and existing structures.

CSU Fullerton

- Reviewed plans for the SGMH Career Center renovation project at CSU Fullerton.

San Diego State University

- Provides plan review for various projects at the California State University, San Diego campus. Projects include Chapultepec Lounges and Kitchen, College of Extended Studies, Open Air Theatre, Tenochca Hall, Student Housing Phase II, Confucius Institute, South Campus Plaza, Engineering and Science, and others.

City of Anaheim

- Conducts as-needed plan reviews for the City of Anaheim. Projects include new construction near the Convention Center as well as remodels and tenant improvements of existing buildings.

City of Santa Barbara

- Provides review of residential and commercial structures within the City of Santa Barbara. Projects include additions, remodels, and tenant improvements.

Structural Engineering Associate

City of San Diego

1995 - 2015

Reviewed building plans for commercial, industrial, and residential developments for building code and accessibility compliance. Assisted in writing plan review correction letters. Provided assistance to the design professionals, developers, contractors, and citizens regarding building code provisions, local ordinances, department policies, and code interpretations.

Civil Engineering Assistant

City of San Diego

1992 - 1995

Provided quality assurance for major building sections. Responsible for daily reporting and inspections of City owned buildings. Coordinated the development of service departments. Solved issues related to construction projects while on site. Clarified contract documents when requested by contractors. Coordinated projects with the design and consulting teams.



Morteza Beheshti, P.E. Plan Review Engineer

EDUCATION

B.S., Electrical Engineering

LICENSES/CERTIFICATIONS

Electrical P.E., CA#16211

Certified Building Plans Examiner

Certified Electrical Inspector

Certified Commercial Energy

Analyst

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE WITH BV

4+

TOTAL YEARS OF EXPERIENCE

38+

Morteza has over 38 years of experience in electrical engineering design, technical oversight or peer review of commercial, government projects. He has worked with local utilities and AHJs to expedite project approvals and ensure designs meet all Code and Client requirements.

Morteza has experience with utility companies and an ability to act as the main technical contact to all utilities. He can assist in cost reduction and value engineering efforts to ensure quality, safety, and code-compliance. He can also manage the electrical QA/QC of completed and in-progress projects, including coordination of site visits, processing RFIs and submittals, and support for project commissioning and any start-up testing. In addition, he can develop project-specific calculations and system modeling to verify or determine conductor sizing, short-circuit analysis, arc flash hazard, overcurrent coordination, etc.

Morteza has a strong NEC knowledge and experience in building electrical systems and design. This also includes sizing and specifying electrical service equipment, lighting design and controls as well as all Lighting California Energy Code compliance, transformers, metering equipment, protective relaying and/or overcurrent devices, cable, conduit, switchboards, and panel boards.

Morteza is proficient in AutoCAD, Revit, Bluebeam, Microsoft Word, Excel & power point as well as teaching AutoCAD and Bluebeam software at IBEW Local Union 569.

SELECT PROJECT EXPERIENCE:

Plan Review Engineer

Bureau Veritas North America, Inc.

2019 - Present

Review of building and electrical plans as an outside consultant for Bureau Veritas. Reviews plans for compliance with provisions of the California Building Code. Projects include both residential and commercial structures.

Senior Electrical Plan Review

Private Sector

2013 - 2019 and 1998 - 2008

Plan reviewed thousands of commercial and residential plans of various kinds. Including office buildings, shopping malls, track homes, office buildings, Health care facilities, Naval facilities, residential (rooftop or ground mounted) and commercial rooftop or canopy mounted photovoltaic (PV) systems including large scale million module farms, Battery Stations and fuel cells.

Senior Electrical Engineer

Private Sector

2008 - 2013

Worked as a senior Lead electrical engineer on multiple Barracks Buildings at various Forts such as Fort Bragg, and Fort Lewis and other Forts across the United States.



RESUME

Syed Aleem, P.E. Plan Review Engineer

EDUCATION

M.S. Civil/Structural Engineer
B.S. Civil Engineer

LICENSES/CERTIFICATIONS

Registered Professional Engineer:
CA, #34272

ICC Certified:
Building Plans Examiner

DSA - Fire & Life Safety Plan
Review Certificate 2018

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
Division of the State Architect
(DSA)

TENURE WITH BV

5+

TOTAL YEARS OF EXPERIENCE

44+

Syed has over 44 years of experience as a building plans examiner working on both private and government sectors. He has worked on projects nationwide and teamed with architects to design, construct, and maintain buildings and building complexes. He is able to review plans for nearly any project type with skill and accuracy.

SELECT PROJECT EXPERIENCE:

Structural Engineer

Bureau Veritas North America, Inc.

2017 - Present

Conducts plan review for various projects throughout Southern California. Reviews plans for compliance with structural and seismic provisions of the California Building Code. Projects include both residential and commercial structures. Specific assignments include:

Structural Engineer

City of San Diego

1997 - Present

Provided plan checking services for commercial, industrial, residential buildings for compliance with requirements of California Building Codes and other ordinances of the jurisdiction. Responsible for generating plan review comments, meeting with Architects/applicants to resolve plan check issues and approval of projects for permitting.

Projects included:

- San Diego Padres Ballpark Project, Baseball Stadium with a 45,000 seating capacity.
- San Diego International Airport, Terminal 2 expansion.
- Costa Verde Towers, 16 story Type 1 Construction Apartment Building. Concrete Shearwall Building.
- Discovery at Cortez Hills, 22 story Apartment Building, Type 1 construction with U/G Parking.
- Novartis Bio-Research Facility, a complex of 2 to 3 story buildings Type II N or 1 Hr Construction with 3 level parking garage.
- Pacific Center Parking Garage, 5-level Type I Construction
- Gaslamp Hotel Downtown San Diego, 14 story building with restaurants, ballrooms, swimming pool, and other amenities.
- HardRock Hotel Downtown San Diego, 12 story building.
- Ballpark Village, 36 story high rise building with residential apartments, gymnasium, shopping center, swimming pool, restaurants and a three level underground parking.
- 11th and Broadway Towers, Two 28 story residential apartment towers.
- Thomas Jefferson School of Law, 7 story Educational building, with classrooms,



RESUME

Ali Soheili, P.E. Plan Review Engineer

EDUCATION

B.S. Mechanical Engineer

LICENSES/CERTIFICATIONS

Registered Mechanical Engineer:

CA, #29229

AZ, #28207

OR, #92113PE

PROFESSIONAL AFFILIATIONS

ASHRAE

ASPE

TENURE WITH BV

5+

TOTAL YEARS OF EXPERIENCE

36+

Ali has over 36 years of experience in the A/E/C industry. He has extensive experience reviewing mechanical and plumbing documents for residential, commercial, and industrial projects. Ali is knowledgeable in the California Building Code and is familiar with local regulations and ordinances in Southern California.

SELECT PROJECT EXPERIENCE:

Plan Review Engineer

Bureau Veritas North America, Inc.

2020 - Present

Currently providing plan review and inspection services for the following clients:

- City of Corona
- San Diego State University
- California State University, Fullerton
- City of San Marcos
- City of Rancho Cucamonga
- City of Santa Barbara
- City of Huntington Beach
- City of Agoura Hills
- California State University, Bakersfield

Plan Review Engineer

Jefferson Stadium Park

2016 - Present

Plan review for 371 new luxury apartment homes, with amenities that include a resort-style pool, a gaming room, a rooftop lounge with a spa and outdoor cooking, and a fitness center, as well as 14,600 square feet of commercial space.

Plan Review Engineer

Alexan CtrCity Apartment Complex

2016 - 2018

Plan review for a new 220-unit apartment complex with 13,000 square feet of dining and shopping space at the north end of downtown. The project included a 506-parking structure, pool, spa, barbecues and fitness center.

Plan Review Engineer

San Diego State University

2016 - 2018

Plan review for a new five-story instructional building (four levels above grade and one subterranean level) of 81,500 GSF on the main campus of SDSU. The new building includes teaching and research laboratory space and provides SDSU with state-of-the art research facilities to attract significant research projects and funding.

RESUME

Viswanath Basavaraja, P.E.

Senior Structural Engineer

EDUCATION

M.S., Structural Engineering

B.S, Civil Engineering

LICENSES/CERTIFICATIONS

Registered Professional Engineer:

CA, #77452

TENURE WITH BV

3+

TOTAL YEARS OF EXPERIENCE

31+

Viswanath has 31+ years of experience and is in the process of obtaining a Structural Engineer license. Viswanath is proficient in using Staad-Pro, Ram Structural System, Risa, Ram Concept, Ram Element, SAFE, Enercalc, Retain Pro, CMD software programs. Viswanath is also skilled in 3D Analysis and Design using Ram Structural system, Staad-Pro, Risa-3D, Ram Concept, Moment Frame and Braced Frame buildings, concrete framed buildings, concrete Flat Plates, Flat Slabs and Mat foundations. Viswanath is proficient in CBC, IBC, ASCE 7-10 and AISC, DSA and UFC designs and AutoCAD and Revit.

SELECT PROJECT EXPERIENCE:

Structural Engineering Associate

City of San Diego

2014 - 2023

Reviewed of proposed building designs to ensure compliance with codes and regulations pertaining to structural strength, sound insulation, fire resistance, life safety, and disabled access. Building designs/plans reviewed includes buildings and structures such as single-family dwellings, apartment buildings, mid to high-rise buildings, large commercial buildings, and interior modifications of buildings with moderate to high degree of complexities.

Project Engineer

Private Sector

2014

Primary responsibilities include analysis and design of Steel, Concrete, and Reinforced Concrete Masonry structures. Structures designed include commercial, educational/academic facilities, office buildings. Primary responsibilities are to manage structural engineering projects from design to its implementation, coordinate with clients and local building departments. Review and approve projects designed by Design Engineers.

Design Engineer

Private Sector

2005 - 2008

Primary responsibilities included analysis and design of Steel, Concrete, Reinforced Concrete Masonry and wood structures. Structures designed include commercial, educational/academic facilities, office buildings. Worked on legal/litigation projects. Primary responsibilities were to manage structural engineering projects from design to its implementation, coordinate with clients and local building departments.

Project Engineer

Private Sector

2009 - 2014

Primary responsibilities included analysis and design of Steel, Concrete, Reinforced Concrete Masonry and wood structures. Structures designed include commercial, educational/academic facilities, office buildings, Aircraft Hangars.

Ho Jun Kong, P.E., CASp Senior Plan Review Engineer / Certified Access Specialist

EDUCATION

Master's Degree, Civil and
Environmental Engineering
(Structural Engineering)
B.S. Architectural Engineering

LICENSES/CERTIFICATIONS

Certified Access Specialist (CASp-
863)
Building Plans Examiner
Certificate by International Code
Council (#8255163) Registered
Civil Professional Engineering
License (P.E.) by California State
(C79527)
Registered Fundamentals of
Engineering License (E.I.T.) by
California State (EIT130553)

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE WITH BV

4+

TOTAL YEARS OF EXPERIENCE

23+

Ho has 23+ years of experience of engineering. He is self-motivated, flexible, creative, innovative, fast learner and team-player. He has a wealth of knowledge of architectural, fire/life/safety, accessibility, structural analysis and design codes. Ho plans, coordinates, reviews, supervise, and participate in the review of construction plans and structural calculations for various types of structures, residential, commercial and industrial building construction and alterations. He has a strong background in seismic analysis and design in civil/structural engineering. He also has experience in developing structural models for seismic analysis and design. His experience with design codes includes 2019 CBC, 2019 CRC, 2019 CALGreen, 2018 IBC, ASCE/SEI 7-16, ACI 318-14, MSJC 2013, NDS 2015, AISC 14th, AISC 341-16, and AISC 358-16. His engineering software includes ETABS, SAP2000, RISA-3D, RISA-2D, Ram Steel, and SAFE. Ho also knows how to utilize AutoCAD and Microsoft Word, Excel, and PowerPoint. He also knows how to use MATHCAD and MATLAB.

SELECT PROJECT EXPERIENCE:

Senior Plan Review Engineer
Bureau Veritas North America, Inc.
2019 - Present

Conducts plan review for various projects throughout Southern California. Reviews plans for compliance with structural and seismic provisions of the California Building Code. Projects include both residential and commercial structures.

Structural Engineering Associate
City of San Diego
2013 - Present

Reviewed building plans for compliance with building code regulations, ordinances and the Municipal Code for compliance with architectural, fire/life/safety, accessibility, and for structural design provisions. Reviewed the building plans of buildings and structures (e.g., apartment buildings, commercial buildings, single-family dwellings, duplexes, interior modifications of buildings, and minor structures) with basic to moderate degree of complexities. Provided technical information on the application of regulations to professional architects, engineers, contractors and to other non-professional applicants. Wrote various project specific technical and administrative reports and correspondence. Verified product approval, attend project meetings, and use computer-based project tracking systems to enter plan review comments and perform research.

Structural Project Engineer
Lee & Lee Structural Engineering Inc.
2007 - 2013
Commercial & School

- 1099 Grand Office in LA- Developed structural modeling and performed seismic analysis and design using ETABS & SAFE, ASCE/SEI 7-05, LABC 2011 & ACI 318-05 (20-story building, total floor area: 175,000 sq.ft.)
- Emhurst Hotel in LA- Developed structural modeling for Preliminary seismic analysis and foundation design using ETABS & SAFE, ASCE/SEI 7-05, LABC 2008 & ACI 318-05 (20-story building with six story parking lot, total floor area: 158,000 sq.ft.)
- La Crescenta Plaza in La Crescenta- Performed lateral analysis and design, Shoring Design, ASCE/SEI 7-05, CBC 2010 & ACI 318-05 (two story commercial with two story subterranean garage, total floor area: 22,800 sq.ft.)



RESUMÉ

Rebecca Wisniewski

Plans Examiner

Rebecca has 35+ years experience, with 20 years of experience in plan review at the City of Corona. She became the Plan Check Manager in 2005, and the Deputy Building Official in 2008. Rebecca also has previous experience working as a college faculty member in California.

EDUCATION

B.A. Applied Arts, Environmental Design
A.A. Liberal Arts
Certificate of Interior Design

SELECT PROJECT EXPERIENCE:

Plans Examiner

Bureau Veritas North America, Inc.

2018 - Present

Provides plans examiner services for various jurisdictions throughout California.

Deputy Building Official/ Plan Check Manager

City of Corona, CA

2008 - Present

Responsible for the plan check engineering division and permit technician public counter activities. Fiscal responsibility included revenue projects and expenditures for the Building Division. Worked closely with the Economic Development Division in assisting corporations relocating to Corona. Worked on transition from Accela Permits Plus to Trakit permitting software. Implemented and coordinated applicable building fees for council adoption.

Plan Check Manager

City of Corona, CA

2005 - 2008

Responsible for the plan check engineering division and permit technician public counter activities. Managed database of archive and permitting software systems. Participated in the Development Plan Review for new development. Assisted inspection staff and applicants with code interpretations.

Plans Examiner

City of Corona, CA

1998 - 2005

Reviewed architectural plans for minimum code compliance. Assisted applicants at the public counter.

National Account Sales Representative

Sam's Homemade Cheesecake, San Diego, CA

1994 - 1998

Organized national accounts and product distribution. Managed inventory control and monthly reports. Attended national restaurant conventions.

LICENSES/CERTIFICATIONS

ICC Certified:
Building Inspector
Accessibility Inspector
Plans Examiner
Safety Assessment Program
Building Inspector
Certificate of Construction
Inspection
National Council of Interior Design
Qualification Certified
California Council for Interior
Design Certification, #3953

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
Scholarship Recipient
National Council of Interior Design
California Council for Interior
Design

TENURE WITH BV

5+

TOTAL YEARS OF EXPERIENCE

35+



RESUME

Jannese Franco

Building Inspector

Jannese has over 31 years of experience as a Building Inspector. Her experience includes but is not limited to: underground demo plumbing inspections, foundation inspections, framing, electrical, plumbing and mechanical inspections, insulation, lath and drywall, storm water and photovoltaic inspections, enforcement of CBC and Title 24, and enforcement of zoning ordinances. Having retired in 2013, she has been inspecting residential houses provisionally for the City until 2019.

EDUCATION

A.S., Industrial Electricity
A.S., Construction Inspection

LICENSES/CERTIFICATIONS

IAPMO Certified Plumbing
Inspector
ICBO Certified Combination
Inspector

TENURE WITH BV

3+

TOTAL YEARS OF EXPERIENCE

31+

SELECT PROJECT EXPERIENCE:

Building Inspector

Bureau Veritas North America, Inc.

2019 - Present

Conducts inspections throughout Southern California to ensure building construction is in compliance with the applicable municipal, state, and federal codes and ordinances. Reads and studies project specifications, plans, and drawings to become familiar with the project prior to inspection, confirming structural or architectural changes have been stamped as approved by the relevant authority. Documents inspections on construction projects to determine all aspects of the project such as foundations, building, electrical, plumbing, and mechanical systems conform to the applicable building codes, zoning ordinances, energy conservation, and disabled access requirements.

Select clients and projects to which services have been delivered include:

Combination Inspector

City of La Mesa

Worked on the 4 story residential care facility on Murray Dr. Was one of two lead inspectors for the over 300 apartments at the Jackson building on Baltimore Dr. Currently inspecting the 4-story concrete parking structure for Sharp Hospital on Wakarusa, apartments over podium parking on Spring St. and the 8 building town-homes on University Ave., to name a few projects. Also trains new inspectors on how La Mesa's processes work including the new computer system and is available to answer questions occasionally from the public.

Building Inspector

City of San Diego

1992 - 2013

Hired as a Combination Building Inspector and promoted to Inspector II after one year. Worked at this capacity throughout the City of San Diego, on all types of construction from mansions in La Jolla to electrical service up-grades on a horse ranch in San Ysidro, until 2009. After that, worked with The City of San Diego and SDG&E on the "Overhead to Underground" electrical wire project throughout the City. This was for commercial and residential buildings.



BUREAU
VERITAS

RESUME

Robert J. Barton

Inspector of Record / Senior Building Inspector

EDUCATION

Construction and Fire Sciences
Coursework

REGISTRATIONS/ CERTIFICATIONS

General B Contractors License CA
#797971 (INACTIVE)

ICC #5003384

Plans Examiner

Accessibility Inspector

Combination Inspector C8
(Commercial & Residential)

Uniform Codes & SI

ACI Field Technician Grade 1

Reinforced Concrete Special
Inspector

Post tensioned Concrete Special
Inspector

Structural Masonry Special
Inspector

Structural Steel & Welding Special
Inspector

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE WITH BV

1+

TOTAL YEARS OF EXPERIENCE

41+

Robert has been in the building and construction industry for more than 41 years. He has a history of providing high quality work to the projects on which he is assigned, and has extensive experience with large scale projects as an Inspector of Record or Senior Building Inspector.

He is responsible for inspecting buildings to determine their structural soundness and their compliance with specifications and building codes. After each phase of the construction project is completed, he visits the site to inspect the work that has been done, making note of deficiencies that need correcting before the next phase of construction can begin, or deeming the work to be sufficient to begin the next phase of construction

SELECT PROJECT EXPERIENCE

Inspector of Record / Senior Building Inspector

Bureau Veritas North America

2023 - Present

Provides inspection services on projects throughout Southern California.

Senior Combination Building Inspector (Commercial & Residential)

City of La Habra

2022 - 2023

Senior Combination Building Inspector (Commercial & Residential)

City of Malibu

2022

Senior Combination Building & Structural Inspector

LA County Department of Public Works Capitol Project Division

2020-2021

Inspector of Record Senior Combination Building & Structural Inspector for County Capitol Projects

- **MLK Behavioral Health Center Renovation**

Renovation of the 500,000 sq. ft. Martin Luther King Mental Health Center, 6 floors plus basement. Project estimated cost of \$335,000,000.00. Inspector of Record, Quality Control & Assurance, MEP, Accessibility, Special Inspector Quality Control & Assurance Reinforced Concrete, Masonry, Structural Steel & Welding and Steel Stud Framing, Backup Power Plant facility and Hydronic Pipeline system.

- **MLK Child & Family Wellbeing Center**

Erection of 55,000 sq ft 3 story Modular Building Project, estimated cost of \$51,000,000. Inspector of Record. MEP Quality Control & Assurance, Accessibility, Special Inspector Quality Control & Assurance Reinforced Concrete, Masonry, Structural Steel & Welding and Steel Stud Framing

Senior Combination Building Inspector Commercial & Residential

LA County Public Works Building & Safety South Whittier District

2019-2020



**BUREAU
VERITAS**

RESUME

EDUCATION

Construction Inspection Program,
Completion
Operating Engineering Apprentice
Program, Completion

REGISTRATIONS AND CERTIFICATIONS

ICC Certified, #5073924
(expires 1/26/2026):

Certified Building Official

Housing Code Official

Master Code Professional

Building Code Specialist

Combination Inspector -Legacy

Residential Combination Inspector

Commercial Combination Inspector

Building Inspector

Mechanical Inspector

Electrical Inspector

Plumbing Inspector

Combination Dwelling Inspector -
Uniform Codes

CA Combination Inspector

CA Commercial Combination Inspector

CA Commercial Mechanical Inspector

CA Commercial Plumbing Inspector

CA Commercial Electrical Inspector

CA Residential Mechanical Inspector

CA Residential Electrical Inspector

Mechanical Inspector UMC

Plumbing Inspector UPC

Fire Inspector I

Residential Energy Inspector/Plans
Examiner

Accessibility Inspector/Plans Examiner

CA Building Plans Examiner

Building Plans Examiner

Commercial Energy Plans Examiner

Master of Special Inspections

State of CA Safety Assessment Program

CA Building Officials Training Institute -

Field Inspector Credential

P.C. 832 Laws of Arrest

TENURE WITH BV

4+

TOTAL YEARS OF EXPERIENCE

38

41+

Rick Beaver Building Inspector

Rick has 41+ years of experience as a building inspector. His experience ranges from working as an inspector within building departments to natural disaster recovery experience. Rick is able to review project plans, specifications, materials, and construction for code compliance. He has also been responsible for preliminary and regular construction progress meetings involving architects, engineers, contractors, and property owners. Highly skilled and experienced, Rick is an integral part of any professional team.

SELECT PROJECT EXPERIENCE

Senior Building and Fire Safety Inspector

City of Murrieta

2002 - 2020

Planned, scheduled, and coordinated the field operations of the building division. Performed the most complex field inspections of industrial, commercial, and residential buildings during various stages of construction and remodeling. Performed field review of plans and specifications. Maintained records and prepared appropriate paperwork, correspondence, records, and reports. Successfully resolved disputes between building division staff and developers, contractors, architects, engineers, and public. Coordinated final inspections with other departments and agencies. Trained inspectors and responded to inspector's questions and inquires on codes and compliance. Served as an emergency call out for Fire Department structural assessment.

Safety Assessment

City of New Orleans

2002

Deployed and provided safety assessments during the re-vitalization to New Orleans after the devastation that occurred during the Hurricane Katrina.

Maintenance Foreman of Plant Operations

Private Sector

1983 - 2001

Responsibilities as a foreman in the plant operations department. Cleaned and maintained designated areas.

REGISTRATIONS AND CERTIFICATIONS, CONTINUED

FEMA IS-00700; FEMA IS-00775; FEMA IS-00800b

CA OES SEMS G606; CA OES SEMS I-200; CA OES SEMS G611

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

California Governor's Office of Emergency Services (OES)



**BUREAU
VERITAS**

EDUCATION

BA, Business Administration

REGISTRATIONS/CERTIFICATIONS

CA CASp Inspector, #0349

ICC Certified:

Accessibility Inspector/Plan Examiner LIC

#8057641

Master of Special Inspection

Fire Inspector 1

Fire Inspector 2

Fire Plan Examiner

Residential Fire Sprinkler Inspector/

Plans Examiner

Building Official

Master Code Professional

Building Plan Examiner

Permit Technician

Residential Plan Examiner

Permit Specialist

Plumbing Inspector

Building Inspector

Residential Combination Inspector

Mechanical Inspector

Commercial Electrical Inspector

Commercial Energy Inspector

Electrical Inspector

Mechanical Inspector UMC

Residential Plumbing Inspector

Commercial Mechanical Inspector

Residential Building Inspector

Plumbing Inspector UPC

Commercial Building Inspector

Combination Inspector

Legacy Building Code Specialist

Housing and Zone Code Specialist

Pre-stress Concrete Special Inspector

Spray Applied Fire Proofing

Special Inspector

Soil Special Inspector

Structural Steel and Bolting Special

Inspector

Structural Welding Special Inspector

#8057641

BPI Building Analyst #5051941

CSLB General Contractor #989468

AWS #11010501

NACE CIP 1 and 2 # 32772

ACI Certified Field Technician

OSHA Certified

TENURE WITH BV

2+

TOTAL YEARS OF EXPERIENCE 21+

RESUME

Hossein Motamedi Inspector of Record

Hossein is a seasoned Senior Inspector with 21+ years of multi-faceted inspection experience. He is committed to quality assurance and intimately familiar with regulatory and safety requirements that drive inspection processes and outcomes. Articulate and confident communicator both verbally and in writing, resulting in clear information flow and minimal repeat non-compliances.

SELECT PROJECT EXPERIENCE

Senior Inspector

Private Sector

Jan 2009 - Current

Review plans, site visits for ADA compliance. Estimations of work required for ADA compliance. Captured inspection results in customized data collection software program. Read and interpreted project plans and specifications, monitored in-progress work, and intervened to request corrections. Write and issue inspection reports documenting compliance or non-compliance and remedial actions required. Maintain tool maintenance, machinery, and calibration schedules. Obtain and study drawings and specifications and check work instructions prior to inspecting production. Initiate re-inspection to check resolution of identified production problems. Witness processes and inspect completed assemblies and major components. Deliver point-of-inspection training to help clients or team members understand and implement required standards. Investigate complaints and accidents and deliver inspection results to requesting officials.

Project Manager

Private Sector

1999 - 2008

Advised staff and senior managers on available standards, methods, and tools related to project work as well as expected constraints. Fore casted requirements, prepared budgets, and scheduled expenditures to help projects meet financial targets. Created and delivered weekly project status reports and followed-up with project owners and stakeholders on pending action items. Collaborated with enterprise Vendor Services team on due diligence processes to establish risk parameters and performed risk assessments for all active IT third-party vendors to maintain culture of compliance. Met deadlines by managing time effectively to complete multiple tasks. Defined project scope, goals, milestones, deliverables, detailed tasks, and resource requirements from concept creation through implementation. Monitored operations and corrected compliance problems with legal, codes, and customer requirements. Managed change control procedure and consistently kept deliverables on-track with cost, timescale, and resource budgets.

PROFESSIONAL AFFILIATIONS

- California Department of State Architects (DSA)
- International Code Council (ICC)
- California Contractors State License Board (CSLB)
- American Welding Society (AWS)
- American Concrete Institute (ACI)



RESUME

Gene Koshol Building Inspector

EDUCATION

A.S., Building Inspection
Technology
A.S., General Studies
Business Management,
Business Law

REGISTRATIONS/ CERTIFICATIONS

ICC Certified:
Building Inspector
Residential Electrical Inspector
Certified Accessibility Inspector/
Plans Examiner/
CA Residential Building Inspector
CA Residential Electrical Inspector
CA Commercial Building
CalCasp Academy Graduate
CA Penal Code 832:
Laws of Arrest and Citations

PROFESSIONAL AFFILIATIONS

International Code Council (ICC) -
San Diego Chapter
American Vets (AMVETS)
American Legion
Fleet Reserve Association

TENURE WITH BV

4+

TOTAL YEARS OF EXPERIENCE

25+

Gene has over 25 years of experience as a building and fire safety inspector for various jurisdictions and private sectors as well as 20 years of military leadership and management in the U.S. Navy. Serving as a building and fire safety inspector he has acquired a high level of knowledge of building codes and project management abilities. He has also acquired certifications allowing him to inspect structures of various sizes and complexities, bringing a wealth of expertise to BV. He has experience with interfacing with engineers, architects, contract managers, program manager, superintendents, contractors, sub-contractors, property owners, vendors and customers. Gene has excellent listening, communication and negotiating skills giving him the ability to establish a strong sense of trust and professionalism with individuals at all levels of responsibility.

SELECT PROJECT EXPERIENCE

Supervising Building and Fire Safety Inspector

City of Murrieta, CA

2014-2020

Assigned, coordinated, supervised and evaluated the work of building and fire inspectors directly supervising 9 personnel including office staff for the Building Division of Community Development Department. Inspected complex residential, commercial and industrial projects at various stages for compliance with pertinent codes, regulations and ordinances. Accountable for efficient and thorough building and fire safety inspections to ensure compliance with all applicable codes and regulations. Examined plans for construction of buildings or structures for compliance with applicable codes. Reviewed and ensured the maintenance of current inspection records. Investigated and prepared reports on accidents involving structures, special problems, technical data, legislative and regulatory changes. Prepared periodic performance appraisals monitoring development and justifying merit increase. Trained subordinates on new building codes, fire codes, and State legislation which affects local building and fire regulations. Scheduled and tracked education for inspectors. Worked closely with architects, engineers, contractors, job supervisors, property owners, members of the public, compliance officers and City Attorney staff.

Senior Building and Fire Safety Inspector

City of Murrieta, CA

2001-2014

Performed complex and specialized inspections for commercial, residential, multi-family and substandard buildings for compliance with a variety of codes and regulations. Processed plans and permits through direct contact with architects, engineers, contractors, property owners and managers. Managed and maintained detailed records and reports on complaints, violations, substandard abatement procedures and citations related to building code enforcement matters. Investigated complaints for compliance with Uniform Housing Code, City Municipal Code and violations of State and Federal Disabled Access Regulations. Conducted annual R1, R2 and R3 occupancy general fire and life safety inspections. Developed and implemented information packages and checklists on Disabled Access, Photovoltaic and Type I Hood systems for plan submittal, field inspection and plan check. Initiated and organized over 25 in-house code-related training and educational seminars for code officials, engineers, architects and contractors on new construction methods, materials and practices. Communicated tactfully and effectively with contractors, architects, engineers, special inspectors, property owners and managers in matters related to fire safety and construction code requirements and interpretation, disability and energy efficiency standards.



RESUME

Robin Stephens

Building Inspector

EDUCATION

Electrical Inspection Certificate

LICENSES/CERTIFICATIONS

California Certified Electrical
General Electrician

Certified Commercial Electrical
Inspector- International Code
Council (ICC)

Certified Fire Inspector 1-
International Code Council (ICC)
#8250121

HAZMAT First Responder
Awareness (FRA)

OSHA 30 Hour Construction Safety
Certification

IAEI Photovoltaic Online Training
(PVOT) for Code Enforcement
Certificate

ICC B1 Residential Building
Inspector Certificate

ICC B2 Commercial Building
Inspector Certificate

ICC B5 Building Inspector
Certificate

Certified Inspector Sediment and
Erosion Control (CISEC-IT)

TENURE WITH BV

2+

TOTAL YEARS OF EXPERIENCE

27+

With over 27 years of construction experience, Robin performs building inspections on development projects, in accordance with relevant state and local codes, standards, approved plans, and manufacturer specifications and requirements. He plays an important role in ensuring that approved development is safe and meets the standards of the State Building Code. Further Robin is adept at solving complex problems in a fast-paced work environment as well as finding innovative solutions for problematic situations.

SELECT PROJECT EXPERIENCE:

Building Inspector

Bureau Veritas North America, Inc.

2021 - Present

Conducts field inspections and re-inspections, if necessary, in accordance with jurisdictional procedures and the adopted codes and standards in licensed disciplines. Prepares written lists of violations and departures from approved plans and/or manufacturer specifications/requirements. Inspects mobile/manufactured structure installations for compliance with manufacturer's requirements and state guidelines, as appropriate. Posts stop work orders, as directed, for un-permitted work. Enters inspection results and comments into jurisdiction-issued laptops using the appropriate permitting and inspections software. Interprets and enforces the State Building Code and other relevant ordinances.

Building Inspector

Private Company

2016 - 2021

Building Inspector for the City of Encinitas under contract with a private company. Responsible for performing inspections of residential and commercial properties, construction sites, and remodels for compliance with state and local codes. Performed fire system and sprinkler inspections in the cities of Del Mar and Solana Beach.

Quality Control Inspector

Burnham Energy

2014 - 2016

Performed Quality Assurance/Quality Control site visits and inspections of solar photovoltaic installations as an inspector/consultant. Performed shade studies of solar installations using Suneye device. Conducted inspections of all on site electrical equipment related to solar installations. Submitted reports including digital photos, shade studies, and data using application based portal. Remote desktop reviews of installer submitted reports for QA/QC and compliance purposes. Work performed independently and remotely while maintaining open communication with Northern CA based office.

8. ORGANIZATION AND METHODOLOGY



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8. ORGANIZATION AND METHODOLOGY

Plan Review Process

Our team becomes familiar with the requirements of a public agency before beginning a review and continually monitors trends and legislation in order to advise the City on ordinances and standard practices to consider for adoption. BV has extensive public sector experience, which assures that public interests are fully protected. We understand that careful consideration of issues and impacts are needed in addition to technical expertise. We have devoted a great deal of time over the years to refining our approach and developing documentation to assist our clients and train our personnel to ensure highly efficient plan review procedures.

BV will work to ensure that submittals are properly coordinated and tracked by following an established internal plan check coordination process in which each plan received for review is entered into our ProTrack database, processed and returned on time to the client.

BV is able to seamlessly perform multiple active plan checks of significant size simultaneously. Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal. To accomplish this we:

- Screen and log each application to assure that they are routed to all plan reviewers in a timely manner. In addition to utilizing our own internal tracking system, we will enter and monitor plan-checking information into the City's portal
- Submittals are reviewed for compliance with all ordinances. The log serves as a tracking device to assure turnaround times and completeness of the review.
- Plan reviews will be done in accordance with local, state and federal regulations with which local jurisdictions are mandated to enforce as well as all codes and ordinances in effect by adoption at the time of plan review. Preliminary consultations will be provided to the applicant upon request, to assist and guide them in the design and plans preparation process.
- Information shown on each permit application is verified. Construction valuation is based on information provided by the City of Lake Elsinore and compared to estimates provided by the applicant.



- Provide a thorough architectural and structural review of design drawings and details for compliance with the California Building Code architectural provisions, including provisions for safety glazing, building security and noise insulation performance standards, to name a few. These reviews can also be performed on revisions to plans which have previously been approved for permit issuance.
- Preparation of a review letter report
- Plan review management.
- BV assures that corrections are handled as quickly and as clearly as possible. Our goal is to help the applicant through the plan review process. All corrections are identified based on compliance with specified codes and regulations.

Generally, corrections are identified in two ways. Notes are made on plans during electronic review or on hard copy plans if appropriate, and a correction sheet is generated, detailing what items need to be addressed before plans can be approved. The City shall approve the development of any customized correction sheets. Correction sheets for specific projects shall be forwarded to the City along with a cover memo containing at least the following:

- The date(s) plans were received and reviewed
- The date(s) the applicant was notified of completed plan reviews
- The name and phone number of the applicant

During the plan review process, BV is prepared to meet with the applicant or architect/engineer, City employees or consultants at any time. Telephone discussions or meetings at project sites are welcomed to assure that any plan review issues are handled efficiently. We propose to meet at the offices of the building and safety division or at a particular project site. Our goal is to issue approved plans as quickly as possible but in full compliance

8. ORGANIZATION AND METHODOLOGY

with laws, codes, ordinances and regulations. Upon completion of the plan review, the following information package is prepared and logged as a minimum:

- ✓ Completed plan check documents including sign-offs
- ✓ Transmittal letter documenting any conditions associated with issuance of a permit, if any
- ✓ Marked up plan review documents
- ✓ Two sets of approved building plans
- ✓ Backup documents and reports
- ✓ Documents provided in desired City format

Transmittal of Plans and Correction Lists

BV assumes responsibility for the pickup and return of plans. All plans shall be picked up from the City offices within 24 hours of notification. Should the volume of work be sufficient, we propose to establish regular pick up of plans on a consistent basis. We will also utilize shipping courier, at no additional cost to the City. Upon completion of each plan review, we will forward a copy of the correction list to both the City and the applicant, by email. When corrected plans are resubmitted, the previous procedure will be followed or the applicant may schedule an office visit to go over any corrections in person. When plans are completed they are stamped, signed and forwarded by BV personnel. Our transmittal forms will be customized for the City of Lake Elsinore.

Plan Review Turnaround Times

BV provides plan review activities on a fast-track basis to reduce the impact on project construction schedules. Turnaround times for each submittal relate to the size and nature of the submittal and impact on the project construction schedule. To reduce turn around times for plan check, the firm uses electronic submittals, phased submittals, conference calling, video-conferencing, and visits by plan check staff to design offices of the engineer or architect.

Turnaround Times

BV has built long-term partnerships with many agencies and municipalities. The firm understands accuracy, efficiency, and integrity in all aspects of professional services is required. Testimony to BV's professional excellence is the fact it has a large number of repeat clients and client referrals. Because of the firm's large pool of accessible resources it is able to assemble experienced personnel in order to assist with

project schedule recovery when necessary. BV also accommodates preliminary reviews to facilitate fast tracked or accelerated projects. This aids with timely turnaround and creates good public relations. The firm's staff makes recommendations for resolutions if requested. The firm also meets with agencies, City staff, and citizens, as needed, to discuss its findings.

Electronic Plan Review Services

BV has successfully implemented and utilized digital plan review in over 60 federal, state, and local agencies for multiple years.

Digital plan check uses a software which presents customers with a convenient alternative solution to printing and delivering paper plans to City offices at zero cost. This modern solution has become especially valuable as municipalities seek to continue service delivery to their communities while focusing on health and safety during the COVID-19 crisis.

BV accepts utilizing the City's software to enter and track plan checks and permit information upon examination of this system.

BV provides an alternative solution to traditional plan checking. With GoPost, BlueBeam, Adobe Acrobat, or other similar software, our plan reviewers can quickly and accurately review plans for compliance with applicable codes. Plans are submitted as PDF files via a secure and confidential FTP site. These plans are then reviewed by our personnel who are able to place comments and redlines directly on the plans, corresponding to areas needing revisions.

Redlined plans with comments are then forwarded to, or placed on the secure FTP site for the designers, engineers, and architects. The City also has access to the FTP site. Plans can then be revised and resubmitted via the same method described. If all items were resolved, hard copy plans are sent to BV for approval stamps and signatures.

Clients who have a plan review going through the online process are able to see where their plans are in the review process, ask questions, receive comments, submit updates, and more. Bluebeam GoPost accepts multiple file types, from AutoCAD to PDFs, Word, and more.

8. ORGANIZATION AND METHODOLOGY

Digital plan check has numerous advantages including, but not limited to, the following:

- Eliminate the need to physically print and carry plans to the City - Upload plans anytime from anywhere.
- Know project status at all times - Check where plans are and find out when reviews are completed.
- Use the GoPost online portal to communicate with the review team - Ask and answer questions; make changes.
- Reduce printing and courier costs - Checklist and plan markup downloads make it easy to perform corrections and resubmit documents online.

Electronic plan submittal and commenting allows for economical movement of plans and quick turnaround times. Plans with comments can be viewed and discussed as needed to resolve issues quickly and efficiently.



Work Flow

Our work flow is managed successfully due to the strong depth of our staff resources across our 7 California offices. While our work flow fluctuates on a regular basis, below is a listing of our San Diego staff, roles and representative number of projects.

Team Member	Role	# of Projects
Moe Heivand, P.E.,	Regional Operations Manager	Multiple - oversight
Jason Pasiut, MPA, C.B.O., CASp	Operations Manager/CASp	Multiple - oversight
Boniface Simbwa, P.E.	Plan Review Engineer	2-4 projects
Morteza Beheshti, P.E.	Plan Review Engineer	2-4 projects
Syed Allem, P.E.	Plan Review Engineer	2-4 projects
Steve Suhendra, P.E., LEED AP	Plan Review Engineer	2-4 projects
Michael Hill, S.E.	Plan Review Engineer	2-4 projects
Ali Soheli, P.E.	Plan Review Engineer	2-4 projects
Viswanath Basavaraja, P.E.	Plan Review Engineer	2-4 projects
HoJun Kong, P.E., CASp	Plan Review Engineer/CASp	2-4 projects
Rebecca Wisniewski	Plans Examiner	2-4 projects
Jannese Franco	Building Inspector	2-3 projects
Robert Barton	Building Inspector	2-3 projects
Robin Stephens	Building Inspector	2-3 projects

8. ORGANIZATION AND METHODOLOGY

CARE PROGRAM – A PROVEN, FORMALIZED AND INTEGRATED PLAN REVIEW PROCESS

BV employs innovative and creative approaches to delivering our services. The plan review process we follow for efficient completion of concurrent task management is shown in the flowchart below and managed through our CARE Program, a formalized and integrated process whereby Coordination, Analytical, Review, and Expert management/quality control functions are consistently implemented on each and every project. We will implement a comprehensive program based on best practices to validate that each and every review is thorough, accurate, consistent, and timely. This system's success is based on thousands of hours of practical, real-world experience by our dedicated personnel and their unique ability to interact quickly and efficiently with your staff. The roles of each of our CARE elements include:

Coordinator:

Our clerical personnel will handle various administrative functions, such as logging information (project tracking, time budgeting), managing project controls, maintaining and distributing communications, reviewing agendas and ordinance issues, and fielding calls on project status. The Coordinator is the first line of contact for each project submittal.

Analyst:

Our analysts will review submittals, title sheets, and non-design items; maintain files; monitor due dates; monitor contract budget and status tracking reports; and coordinate invoicing. Our analysts also maximize and

“right place” personnel resources to meet turnaround times in a quality manner. When assigning resubmittals to staff, our Analyst ensures consistency by passing the project to the same reviewer that performed the previous reviews. Reassignments are done when unforeseen circumstances dictate.

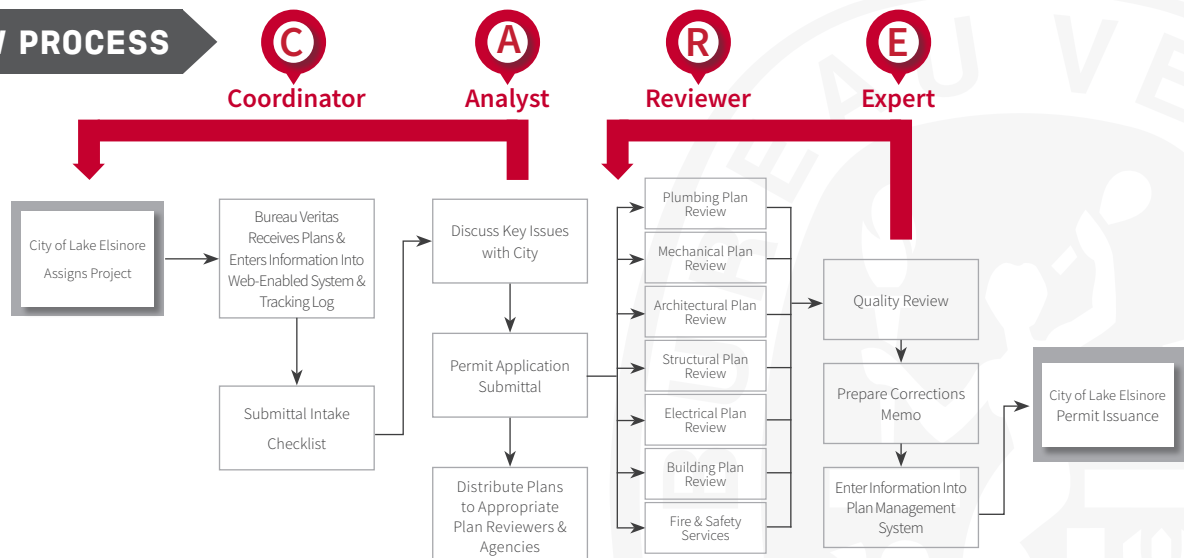
Reviewer:

Our experienced building plan reviewers will routinely review agency standards, ordinances, guidelines, and checklists; create comments letters; coordinate project return with the coordinator; attend review meetings; and communicate questions/solutions to project stakeholders. Because of our depth of resources and project tools (checklists, corrections letters, etc), reassigned projects can be reviewed without missing deadlines or causing unnecessary rechecks.

Expert:

BV experts will provide the final quality assurance review of applicable plans, studies, and reports in accordance with all accepted engineering, building codes of different disciplines, Subdivision Map Act, and industry professional practices. They will comply with the applicable regulations; visit the client contact regularly; monitor project progress with the reviewer; disseminate project/agency information to the team; train team members; peer review comments letters; and communicate questions/solutions to stakeholders. Additionally, experts provide quality assurance reviews to each project which minimizes the number of resubmittals.

PLAN REVIEW PROCESS



8. ORGANIZATION AND METHODOLOGY

PLAN REVIEW TURNAROUND TIMES

Turnaround times for each submittal will relate to the size and nature of the project and its impact on the construction schedule. The firm understands accuracy, efficiency, and integrity in all aspects of professional services are required. BV's team will maintain efficient turnaround times on all reviews as a key measurement of its performance for plan review services. We are able to produce plan review in a timely fashion and are able to present any necessary reports or studies to elected officials and/or the general public.

Providing plan review services to nearly 200 jurisdictions over the past 49 years, BV has a strong history of successfully meeting project deadlines. Upon request, BV is able to provide plan review activities on a fast-track basis. To reduce turnaround times for plan review, the firm can use electronic submittals, phased submittals, conference calling, and videoconferencing. Our team is committed to ensuring that all deadlines are met to meet the needs of our clients.

Maximum Proposed Plan Review Turnaround Times

Below are the proposed maximum turnaround times for reviewing and approving and permit application for various types of projects.

Service	Initial Check (working days)	Recheck (working days)	Expedited Initial Review	Expedited Recheck
Commercial TI	7	5	4	3
Residential addition and/or accessory building	7	5	4	3
New Residential	7	5	5	3
Multi-Residential and New Multi-Residential, Commercial, and Industrial	10	5	5	3
Return of telephone calls and e-mails	Within 24 hours			

Note: Turnaround times for unusually complex or large projects to be negotiated.

INSPECTION TURNAROUND TIMES

- Perform all inspections on the following day after receiving inspection requests
- Weekend and emergency response type of inspections are available upon request

BV's inspection team is deployed with technology, including iPads and other similar technology, during field inspections. We work with a jurisdiction's IT department to install required software programs.

8. ORGANIZATION AND METHODOLOGY

QUALITY ASSURANCE

Our team's experience and ability to clearly communicate technical concepts and terminology with the community, architects, engineers and applicants is fostered through collaboration. Our staff utilizes a series of proven technologies to streamline service delivery, enhance communication, and promote transparency. BV also has its own comprehensive, web-based project management system that delivers secure access 24/7 to project data, generates e-mail updates, and digitizes the entire plan review, map review, and inspection process. We also use electronic plan review, where reviews and comments are accessible in real time via the web. These tools encourage collaboration, enhance expedited requests, save money and time, reduce waste and storage space, build consensus, and promote project transparency.

Each team member of the technical team is selected according to the depth and appropriateness of experience as they relate to the specific technical tasks called for by the project. To ensure that the work assignment is being performed at the highest professional level, BV relies on the management and technical excellence of its personnel and a proven QA/QC program. This assures the quality of all the work performed under this contract meets client approval. BV has developed and implements corporate QA policies, consistent with all applicable federal and state regulatory requirements and standards, covering all aspects of project performance, technical quality, and peer review. These policies are implemented at each professional and technical level to provide a well-balanced, independent QA program, which assures the quality of reports, technical reviews, annuals and other documentation prepared by BV. This ensures that the product is consistent with the established standards from the standpoint of quality, validity, and legal defensibility.

At BV, we all share the responsibility for continual improvement of our quality management process and believe that our program, supported by our BV business model and our code of ethics, will ensure the continual delivery of high quality products and services to City. Like the City of Lake Elsinore, BV believes in community health and wellness. We will establish BV as a City of Lake Elsinore preferred supplier in conformity assessment and certification services in the fields of quality assurance, health and safety, environment, and social responsibility (QHSE). Our quality management system provides the framework for continual

improvement of our internal management processes and resources which will in turn add value for City through the services offered and delivered. In addition, our quality management system gives the company and City the confidence that the provision of services and products will be delivered consistently to predetermined high standards.

Continual Improvement

BV associates all share the responsibility for continual improvement of the firm's quality management process and believe the program, supported by the BV business model and its code of ethics, will ensure the continual delivery of high quality products and services to the City of Lake Elsinore. In doing so, the firm will establish itself as the City's preferred supplier in conformity assessment and certification services in the fields of quality assurance, health and safety, environment, and social responsibility (QHSE).

BV's quality management system provides the framework for continual improvement of its internal management processes and resources which will in turn add value for the City through the services offered and delivered. In addition, Our quality management system gives the company and the City the confidence that the provision of services and products will be delivered consistently to predetermined high standards worldwide.

Budget Controls and Billing Related Quality Assurance - FLEX

Budget control is achieved by closely monitoring work assignment labor and direct expenses. Work reports must be completed by each individual and the labor hours must be approved by the project manager before being charged to The City of Lake Elsinore. Similarly, expense reports and other direct expenses must be approved by the project manager prior to entering the cost data system.

To ensure optimal administration of the main functionalities of contract management and the facilitation of billing related quality assurance BV utilizes FLEX. FLEX is a reference repository which is comprised of all billing and contractual information (invoices, work assignments, expenses, labor reports, project reports, etc.).



8. ORGANIZATION AND METHODOLOGY

This advanced system assists BV in implementing and maintaining a number of budget and cost control processes which:

- Ensures data integrity and allows for a flexible and secure billing process
- Enhances billing efficiency and productivity
- Minimizes revenue leakage by monitoring its sources through control reports

FLEX ensures contract and budget control via standardized features and alignment of project information in real time. Additionally, the system is designed to promote contract follow up from project outset to closing which helps to establish and maintain optimal communication.

Project Management and Schedule Controls

Work assignment schedules will be managed on several levels. The project manager will maintain regular contact with the City manager to communicate the project status and progress on deliverables. In addition, an internal schedule including critical milestones and deliverable due dates will be established prior to initiating the task work. This allows ample time for editorial and technical review, changes, and assurance in schedule compliance.

In order to efficiently and effectively track project workflow BV employs Protrack, a quality assurance software solution created by Quickbase. This custom-built program was developed specifically to meet the needs of the firm and enhance its project management capabilities in service to its clients. Protrack monitors numerous pieces of project data in real time including, but not limited to, project schedule status, active projects by office, project type, number of active projects per client, weekly number of new projects initiated, and much more. The program's dashboard allows users to generate reports which can provide an overall snapshot of BV's current activities or can be filtered to present precise details regarding a specific project or client. The crucial information monitored in Protrack not only aids in maintaining schedules and project turnaround times but also gives the firm the capacity to make decisive course corrections which ensure deliverables of the highest caliber and complete customer satisfaction. Furthermore, Protrack is designed to work collaboratively with BV's billing and invoicing software, FLEX, to enable the consistent completion of projects on-time and on-budget.

BV's team is committed to delivering accurate and superior services in meeting the City of Lake Elsinore's plan review, inspection and other building and safety needs.





BUREAU
VERITAS

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RATES PROPOSAL

RATES PROPOSAL

CITY OF LAKE ELSINORE - BUILDING PLAN CHECK AND INSPECTION SERVICES

BV proposes the following compensation schedule. BVs' pricing reflects our commitment to the success of the City of Lake Elsinore by helping the City maintain significant quality and cost saving benefits.

- ✓ Highly qualified and licensed staff and confidence of working with a well-established consultant
- ✓ Confidence of working with a well-established consultant in business for 196 years
- ✓ Reduced plan review turnaround times
- ✓ Commitment to maintaining a proposed rate structure for the life of the initial contract period

PLAN REVIEW PERCENTAGE OF FEES BASED ON CITY COLLECTED FEES	
60% of City Collected Fees	
HOURLY RATES	
Staff Classification	Hourly Rate
Project Manager	\$150.00
Sr. Plan Review Engineer / Structural Engineer	\$140.00
Plan Review Engineer / Sr. ICC Certified Plans Examiner / CASp Plan Review	\$125.00
ICC Certified Plans Examiner	\$115.00
CASp Inspections	\$145.00
Sr. Building Inspector	\$100 - \$115
Building Inspector	\$85.00 - \$100.00
Permit Technician	\$60.00-\$75.00
Administrative / Clerical Support	\$50.00-\$65.00
SOLAR PROGRAM FEES	
Solar Plan Review	\$175.00 for Initial Review \$75.00 for Each Subsequent Review

- Plan Review Percentage Fees includes initial review and 1 resubmittal; hourly thereafter
- \$150 minimum plan review fee
- Fast track / Expedited plan reviews shall be an additional 1.5 times the fees shown above.
- Overtime (OT) will be charged at 1.25 times the standard hourly rate; hours worked on a designated holiday will be charged at the appropriate OT rate. No overtime will be charged without approval.
- Rates and cost estimates shown above exclude per diem, prevailing wage and union rates. Should these be applicable, BV will discuss and negotiate fees to account for increased personnel costs.
- Hourly Rates subject to annual adjustment in accordance with CPI.
- Mileage for employee-owned vehicles used in connection with the work will be at the current IRS rate.
- Plan review will be invoiced after initial review is completed. Hourly services will be invoiced monthly.
- Onsite staff augmentation - Minimum 2 hours per day per staff classification