

## PROFESSIONAL SERVICES MASTER AGREEMENT

THIS AGREEMENT is entered into this 19 day of July 2017, between the **CITY OF STOCKTON**, a municipal corporation ("City"), and **4LEAF, Inc.** a California "C" Corporation whose address is 8896 N. Winding Way, Fair Oaks, CA 95628 and telephone number is (925) 462-5959, ("Consultant"), and **Bureau Veritas North America, Inc.** a Delaware Corporation whose address is 180 Promenade Circle, Suite 150, Sacramento, CA 95834 and telephone number is (916) 725-4200, ("Consultant"), and **CSG Consultants, Inc.** a California Corporation whose address is 1022 G Street, Sacramento, CA 95814 and telephone number is (916) 492-2275, ("Consultant"), and **West Coast Code Consultants, Inc.** a California "S" Corporation whose address is 2400 Camino Ramon Ste. 240, San Ramon, CA 94583 and telephone number is (925) 275-1700, ("Consultant").

### RECITALS

A. Consultant is qualified and experienced in providing on-call building plan review and inspection services, engineering plan review including CASp compliance and OSHPD 3 certification, construction and floodplain management for the purposes specified in this Agreement.

B. City finds it necessary and advisable to use the services of the Consultant for the purposes provided in this Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants and conditions in this Agreement, City and Consultant agree as follows:

1. **Consultant's Services.** Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). Consultant shall provide said services at that time, place and in the manner specified in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2. **City Assistance, Facilities, Equipment and Clerical Support.** Except as set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), Consultant shall, at its sole cost and expense, furnish all facilities and equipment that may be required for furnishing services pursuant to this Agreement. City shall furnish to Consultant only the facilities and equipment listed in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), according to the terms and conditions set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2017-06-20-1103-KP

3. **Term.** Consultant shall perform the scope of work as described in in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), which is attached to this Contract and incorporated by this reference. This Agreement shall commence on the date written above and shall expire on June 30, 2020, with option for up to two one-year extensions with a 3% annual increase; provided, however the parties may agree to change either the commencement or expiration date.

4. **Compensation.** City shall pay Consultant for services rendered pursuant to this Agreement not to exceed hourly rates as described more particularly under Professional Services Fees found in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Compensation for services and reimbursable expenses shall be paid in an amount not to exceed Four Hundred Eighty Thousand Dollars (\$480,000.00) total across all consultants. CONSULTANT acknowledges that this amount includes total compensation across four contracts.

a. Invoices submitted by Consultant to City must contain a brief description of work performed, time used and City reference number. Payment shall be made within thirty (30) days of receipt of Consultant's invoice and approved by City.

b. Upon completion of work and acceptance by City, Consultant shall have sixty (60) days in which to submit final invoicing for payment. An extension may

be granted by City upon receiving a written request thirty (30) days in advance of said time limitation. The City shall have no obligation or liability to pay any invoice for work performed which the Consultant fails or neglects to submit within sixty (60) days, or any extension thereof granted by the City, after the work is accepted by the City.

5. **Sufficiency of Consultant's Work.** All reports, drawings, designs, plan review comments and work product of Consultant shall be adequate and sufficient to meet the purposes for which they are prepared.

6. **Ownership of Work.** All reports, drawings, designs, plan review comments, work product, and all other documents completed or partially completed by Consultant in the performance of this Agreement shall become the property of the City. Any and all copyrightable subject matter in all materials is hereby assigned to the City and the Consultant agrees to execute any additional documents that may be necessary to evidence such assignment. All materials shall be delivered to the City upon completion or termination of the work under this Agreement. If any materials are lost, damaged or destroyed before final delivery to the City, the Consultant shall replace them at its own expense. Consultant shall keep materials confidential. Materials shall not be used for purposes other than performance of services under this Agreement and

shall not be disclosed to anyone not connected with these services, unless the City provides prior written consent.

7. **Changes.** City may request changes in the scope of services to be provided by Consultant. Any changes and related fees shall be mutually agreed upon between the parties and subject to a written amendment to this Agreement.

8. **Consultant's Status.** In performing the obligations set forth in this Agreement, Consultant shall have the status of an independent contractor and Consultant shall not be considered to be an employee of the City for any purpose. All persons working for or under the direction of Consultant are its agents and employees and are not agents or employees of City.

9. **Termination for Convenience of City.** The City may terminate this Agreement at any time by mailing a notice in writing to Consultant. The Agreement shall then be deemed terminated and no further work shall be performed by Consultant. If the Agreement is so terminated, the Consultant shall be paid for that percentage of the work actually completed at the time the notice of termination is received.

10. **Non-Assignability.** The Consultant shall not assign, sublet, or transfer this Agreement or any interest or obligation in the Agreement without the prior written consent of the City, and then only upon such terms and conditions as City may set forth in writing. Consultant shall be solely responsible for reimbursing subcontractors.

11. **Indemnity and Hold Harmless.** Consultant shall defend, indemnify, and hold harmless, the City and its officers, agents and employees from and against all claims, losses, damage, injury, and liability for damages arising from, or alleged to have arisen from, errors, omissions, negligent or wrongful acts of the Consultant in the performance of its services under this Agreement, regardless of whether the City has reviewed or approved the work or services which has given rise to the claim, loss, damage, injury or liability for damages. This indemnification shall extend for a reasonable period of time after completion of the project as well as during the period of actual performance of services under this Agreement. The City's acceptance of the insurance certificates required under this Agreement does not relieve the Consultant from its obligation under this paragraph.

12. **Insurance.** During the term of this Agreement, Consultant shall maintain in full force and effect at its own cost and expense the insurance coverage as set forth in Exhibit E – Insurance Requirements for Provisions, and shall otherwise comply with the other provisions of Exhibit E.

13. **Notices.** All notices herein required shall be in writing and shall be sent by certified or registered mail, postage prepaid, addressed as follows:

Consultant:	4LEAF, Inc. Kevin J. Duggan 8896 North Winding Way Fair Oaks, CA 95628	City: City Manager City of Stockton 425 N. El Dorado Street Stockton, CA 95202
-------------	---	---

Bureau Veritas North America  
Craig Baptista  
180 Promenade Ci, Ste. 150  
Sacramento, CA 95834

CSG Consultants, Inc.  
Cyrus Kianpour  
1022 G Street  
Sacramento, CA 95814

West Coast Code Consultants, Inc.  
Giyen Senaratne  
2400 Camino Ramon Ste. 240  
San Ramon, CA 94583

14. **Conformance to Applicable Laws.** Consultant shall comply with all applicable Federal, State, and Municipal laws, rules, and ordinances. Consultant shall not discriminate in the employment of persons or in the provision of services under this Agreement on the basis of any legally protected classification, including race, color, national origin, ancestry, sex or religion of such person.

15. **Licenses, Certifications and Permits.** Prior to the City's execution of this Agreement and prior to the Consultant's engaging in any operation or activity set forth in this Agreement, Consultant shall obtain a City of Stockton business license, which must be kept in effect during the term of this Agreement. Consultant covenants that it has obtained all certificates, licenses, permits and the like required to perform the services under this Agreement.

16. **Records and Audits.** Consultant shall maintain all records regarding this Agreement and the services performed for a period of three years from the date that final payment is made. At any time during normal business hours, the records shall be made available to the City to inspect and audit.

17. **Confidentiality.** Consultant shall exercise reasonable precautions to prevent the unauthorized disclosure and use of City reports, information or conclusions.

18. **Conflicts of Interest.** Consultant covenants that other than this Agreement, Consultant has no financial interest with any official, employee or other representative of the City. Consultant and its principals do not have any financial interest in real property, sources of income or investment that would be affected in any



manner of degree by the performance of Consultant's services under this Agreement. If such an interest arises, Consultant will immediately notify the City.

19. **Waiver.** In the event either City or Consultant at any time waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or of any other covenant, condition or obligation.

20. **Governing Law.** California law shall govern any legal action pursuant to this Agreement with venue for all claims in the Superior Court of the County of San Joaquin, Stockton Branch or, where applicable, in the federal District Court of California, Northern District, Sacramento Division.

21. **No Personal Liability.** No official or employee of City shall be personally liable to Consultant in the event of any default or breach by the City or for any amount due Consultant.

22. **Exhibits.** All exhibits referred to herein are attached hereto and are by this reference incorporated herein.


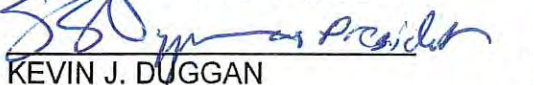
23. **Scope of Agreement.** This writing constitutes the entire Agreement between the parties. Any modification to the Agreement shall be in writing and signed by both parties.

THIS AGREEMENT executed the date and year first above written.



**CITY OF STOCKTON**

  
KURT O. WILSON  
CITY MANAGER



**4LEAF, INC.**

  
GENE BARRY - VICE PRESIDENT  
  
KEVIN J. DUGGAN  
PRESIDENT

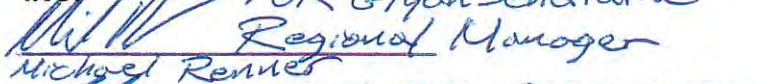
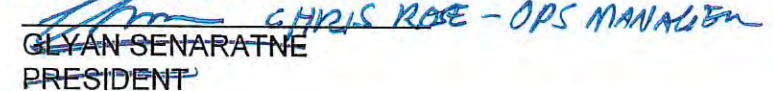
**CSG CONSULTANTS, INC.**

  
CHARLES D. RUFF - SECRETARY  
  
CYRUS KIANPOUR  
PRESIDENT

**BUREAU VERITAS NORTH AMERICA, INC.**

  
CRAIG BAPTISTA  
PRESIDENT Director of Operations  
Andrea Coley  


**WEST COAST CODE CONSULTANTS, INC.**

  
FOR GUYAN SENARATNE  
Regional Manager  
Michael Renner  
  
CHRIS ROSE - OPS MANAGER  
GUYAN SENARATNE  
PRESIDENT

ATTEST:

  
BONNIE PAIGE  
CITY CLERK



APPROVED AS TO FORM:



Taryn N. Jones  
Deputy City Attorney

[If Consultant is a corporation  
signature(s) must comply with  
Corporations Code §313.]

## EXHIBIT 2

**4LEAF, INC.**

ENGINEERING • CONSTRUCTION MANAGEMENT • INSPECTION • PLAN CHECK

City of Stockton  
 Building Services Division  
 100 Stockton Ave., Room 3  
 Stockton, CA 95404  
 Attn: Tracy LaBarber, Community Development

April 19, 2017

**Subject: Qualifications to Provide On-call Plan Review and Inspection Services, Engineering Plan Review, and Floodplain Management.**

Dear Ms. LaBarber,

4LEAF, Inc. (4LEAF) is excited to have the opportunity to submit our proposal to provide professional On-Call Plan Review and Inspection Services, Engineering Plan Review, and Floodplain Management Services for the City of Stockton. 4LEAF has been providing these services for numerous public and private clients in California for more than 17 years and is looking forward to the opportunity to continue to provide these services for the City. 4LEAF is the ideal choice for the following reasons:

☒ **Depth of Resources**

Regardless of the type of personnel you are looking for, 4LEAF has the depth of resources to provide staff on short notice. 4LEAF has a proven track record of providing building officials, inspectors, permit technicians, and plan review engineers typically within 24 hours of request. 4LEAF has the **largest pool of inspectors in the industry (more than 100 inspectors)** and has the desire to serve any building, fire inspection, or plan review need the City of Stockton may have, regardless of duration. The City of Stockton will have access to 4LEAF's comprehensive plan review team which includes Engineers, Architects, Fire Inspectors / FPE's, and ICC-Certified Plan Review staff.

☒ **Approach**

Our staff incorporates the right combination of experience, education, certifications, and registrations, allowing the 4LEAF team to provide a wide range of resources customized to the specific requirements of each client and project. 4LEAF principals and project managers have the experience to handle any requests. You can be confident that you will be dealing with staff that understands your department and service protocols. Our approach to providing professional On-Call Plan Review and Inspection Services, Engineering Plan Review, and Floodplain Management Services to the City is straight forward:

- Provide you with a lineup of highly-qualified professionals who know how to partner successfully with the City.
- Supply proven resources and innovative ideas.
- Offer resource reliability and flexibility.
- Respond to your needs.
- Communicate with you honestly and candidly.

☒ **Comprehensive Plan Review Services**

4LEAF is one of the Building & Safety industry's leader in providing professional plan review. 4LEAF's plan review services include:

- Structural Engineers and Mechanical/Electrical/Plumbing Plan Review Staff.
- Fire Review.

**EXHIBIT 2**

Page 2

**Proposal to Provide On-Call Plan Review and Inspection Services,  
Engineering Plan Review, and Floodplain Management Services**

- Civil Review.
- Less than 24-hour pickup and delivery of all plan reviews performed off site.
- Electronic plan review services.
- Expedited plan review services.
- Hourly plan review.
- Special negotiated discounted rates for large/complex reviews.
- Immediate response from 4LEAF's project manager or management team on all questions and requests.

☒ **Building Inspection Services**

4LEAF has the largest group of building inspectors in Northern California. We currently manage four large contracts with large inspection teams of approximately 10 or more staff. Most of these contracts include plan review and inspection with many of the technology giants of the East Bay, South Bay, and Peninsula including, Apple, VMware, Work Day, and Sybase (SAP). These projects range from the several million to billions of dollars of construction valuation in those cities/state agencies. 4LEAF also has a proven track record of providing staff as-needed including staffing for short-term assignments including one day assignments to cover staff training, sick days, vacation days, or spikes in permit activity.

☒ **CASp Expertise**

4LEAF has approximately 10 Certified Access Specialists on staff. We have performed CASp inspection and plan review projects and have consulted on numerous construction projects for accessibility questions and advice.

☒ **Leadership**

The contract with the City of Stockton will be managed by Joseph Nicolas, P.E., Joe has a proven track record of success with cities and counties neighboring the City of Stockton. Joe's contact information is as follows:


4LEAF, Inc.  
8896 North Winding Way  
Fair Oaks, CA 95628

Office: (916) 965-0010  
Cell: (916) 200-9959  
Email: [jnicolas@4leafinc.com](mailto:jnicolas@4leafinc.com)

4LEAF looks forward to working with the City. If you have any questions, please do not hesitate to call us.

Respectfully submitted,

4LEAF, Inc.



Kevin J. Duggan  
Vice President

# Joseph Nicolas, P.E.

## Project Manager

### Experience

30 years

### Education

California Polytechnic State University  
San Luis Obispo, CA –  
B.S. Architectural Design

### Certifications

California Registered Civil Engineer  
License # 58139

### Professional Affiliations

ICC – International Code Council  
  
Structural Engineers of Northern  
California

### Experience Summary

Joe has more than 30 years of experience with both structural design and code compliance for large-scale projects as well as being a **Project Manager** on collaborative code review and building design projects. While leading the Plan Review Staff of more than 45 at the City of Sacramento, Joe had oversight of large public and private developments. These projects included the \$10 Million renovation of Sacramento's Historic City Hall; and high-rise buildings including the \$650 Million, 53-story, Towers Building on Capitola Mall; and the \$138 Million, 39-story Aura Residential Towers. Having worked for 4LEAF for over 7-years, Joe has been the Project Manager for major projects for the Judicial Council of California - Administrative Office of the Courts, the City of Cupertino - Main Street Cupertino, for Stanislaus County - Capital Improvement Projects, and several other projects.

### Select Work Experience

#### 4LEAF, Inc.

##### *Senior Engineer / Senior Project Manager*

For more than eight years, Joe has been responsible for the management of 4LEAF's plan review operation. Joe has crafted and managed a team of highly successful engineers and MEP staff of more than 20 personnel to work with numerous local clients including the City of Sacramento, City of Folsom, City of Roseville, City of Galt, Aerojet, and numerous Cities and Counties throughout the Central Valley, East Bay Area, and South Bay Area. Joe has worked on and managed a number of high-profile projects including:

- Wynn Casino, Everett, MA (\$2.1 Billion)
- Main Street Cupertino (\$300 Million)
- Administrative Office of the Courts (\$300 Million)
- Stanislaus County Jail (\$90 Million)
- Calaveras County Jail (\$68 Million)
- Tuolumne County Jail (\$30 Million)

#### Private Consulting Firm, Sacramento, CA

##### *Director of Plan Review*

Joe was responsible for supervising commercial and residential plan review staff on various projects working for developers and various building departments. Among Joe's responsibilities included preparation and administration of division's budget, consulting with developers, architects, and engineers, and communicating the life-safety & structural building codes.



**EXHIBIT 2**

Joseph Nicolas, P.E.

**Pacific Engineering*****Principal Engineer***

Joe managed his own firm and supervised staff during the production of steel fabrication drawings. Joe was responsible for providing structural engineering calculations to support the fabrication division and would consult with developers, contractors, architects, and engineers. His duties also included estimating the materials necessary and steel fabrication costs.

**City of Sacramento – Development Services Department*****Supervising Engineer***

Joe was responsible for supervising the commercial and residential plan review staff on projects needing permits in the City of Sacramento. Joe's responsibilities included preparation and administration of division's budget, consulting with developers, architects, and engineers, and communicating the life-safety building codes. He also served as a plan reviewer for mid-rise structural projects, seismic retrofits of existing buildings using the State Historic Building Code and FEMA documents, and had reviewed various apartments and mixed use projects for the Life Safety provisions of the California Building Codes.

**County of Sacramento*****Associate Engineer***

Joe provided his expertise in the building design industry providing structural plan review of commercial and residential buildings. These projects included 2 to 3 story apartments, commercial, residential, and Sacramento County Construction projects.

**Buehler & Buehler Structural Engineers, Inc.*****Associate Engineer***

Joe provided his structural design experience for various projects throughout the Sacramento Region. He has extensive knowledge of the building codes and FEMA documents necessary to design structures. His design experience included the retrofitting of unreinforced masonry buildings, education facilities, healthcare facilities, commercial and residential facilities and parking structures. His experience included structures designed of timber, masonry, concrete, steel mid-rise construction and post tension concrete.

**Orland Police Headquarters*****Senior Plans Examiner***

Existing Historic Building in Orland, California, a 92,000-square foot public safety building, type VB construction, fully sprinklered. Existing reinforced concrete moment frame arches with concrete shearwalls. Project was designed using the 2007 Historic Building Code and the 2007 California Building Code.

**Seismic Evaluation and Upgrade****Ruhstaller Building, Sacramento, CA*****Supervising Engineer***

An early Historic 4600 square foot URM with mezzanine strengthened to meet the "collapse-prevention" performance objective defined in FEMA 310. The lateral system consisted of URM bearing/shearwalls supported by unreinforced brick and concrete footings.

## EXHIBIT 2

**4LEAF, Inc.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**Section 2: Firm Information and Qualifications**

4LEAF, Inc. (4LEAF) is a California "C" Corporation that was established in 1999 and incorporated in 2001 by experienced engineers and managers with a focus on providing plan review, project inspection, and on-call inspection services to municipal Building and Public Works Departments. With the goal of setting the industry standard for excellent customer service, 4LEAF has grown to nearly 200 personnel (including more than 100 Building Inspectors with approximately 75 of those full-time) throughout California, Washington, Massachusetts, and Nevada.

**Principal/Management Team:****President:** Kevin Duggan(P) – (925) 462-5959 (E) – [kduggan@4leafinc.com](mailto:kduggan@4leafinc.com)**Vice President:** Bert Gross, P.E.(P) – (916) 965-0010 (E) – [bgross@4leafinc.com](mailto:bgross@4leafinc.com)**Vice President:** Gene Barry, P.E.(P) – (925) 462-5959 (E) – [gbarry@4leafinc.com](mailto:gbarry@4leafinc.com)**Manager:** Joseph Nicolas, P.E. – Primary Contact(C) – (916) 200-9959 (E) – [jnicolas@4leafinc.com](mailto:jnicolas@4leafinc.com)**Bay Area - Corporate Office****Principal Office - 47 miles away**

2110 Rheem Drive, Suite A

Pleasanton, CA 94588

**Sacramento Office –****Principal Office - 56 miles away**

8896 North Winding Way

Fair Oaks, CA 95628

**San Diego Area Office****So. CA Office**

402 West Broadway, Suite 400

San Diego, CA 92101

**Washington Office**

1201 Pacific Avenue, Suite 600

Tacoma, WA 98402

**Massachusetts Office**35 Spaulding Street, 1<sup>st</sup> Floor

Everett, MA 02149

**4LEAF Consulting, LLC**

125 E. Reno Ave. Suite 3

Las Vegas, NV 89119

4LEAF maintains the *largest database of qualified personnel of varied qualifications.*

<i>Title</i>	<i># of Staff</i>	<i>Title</i>	<i># of Staff</i>
ICC Certified Plans Examiners	25+	ICC Certified Inspectors & Inspectors of Record	100+
ICC Certified Building Officials	10	Registered Architects	3
Registered Engineers (PE, SE)	20	ICC Permit Technicians	8
Code Enforcement Staff (PC832)	8	CASp	10
Construction Managers/Inspectors	18	QSP/QSD	3

4LEAF has a proven track record of reviewing and inspecting projects of all sizes and complexities including:

Biotech Facilities

City/County-Owned Facilities

Large Campuses

Stadiums/Arenas

Commercial Office Parks

Detention/Criminal Justice Facilities

Essential Service Facilities

Laboratories

Military Projects

Refinery Facilities

Site Work

Water Front

Health Care Facilities

Transportation Facilities

Commercial Shopping Centers

High-Profile Type B Commercial Construction

Large-Scale Residential / Master Planned

Multi-Family Projects

## EXHIBIT 2

**4LEAF, INC.**
 ENGINEERING • CONSTRUCTION MANAGEMENT  
 BUILDING INSPECTION • PLAN CHECK

As an experienced firm, 4LEAF has approaches to working with clients that are very different from those you might find when working with a large corporation. Our philosophy is to strive to be the best firm providing our clients with outstanding customer service and first-rate plan review and inspection services. 4LEAF has been the industry leader in providing Building Department Services to public and private clients throughout California. ***4LEAF has provided plan review and inspection services for numerous projects including office campuses, parking garages, transportation facilities, city-owned buildings, universities, public schools, hospitals, sports arenas, infrastructure, essential service facilities, solar projects, and laboratories. 4LEAF has also performed thousands of plan reviews on residential properties and tenant improvements.***

4LEAF's staff has a depth of experience in working with all types of building structures and has performed inspection and plan review services on more than \$25 billion dollars in construction during the past 15 years. We have worked with planning and building departments in the construction, rehabilitation, and repair of both public and private buildings as well worked with design review and preservation boards to determine the design criteria and associated project requirements of building improvements. In addition, our staff have performed inspections and plan reviews for public and private building structures for compliance with life-safety and Americans with Disabilities Act (ADA) accessibility requirements.

#### **Basic Services Provided by Firm**

<b>Building Department Services</b>	<b>Construction Management and Public Works Inspection</b>	<b>Engineering / Environmental Services</b>
<ul style="list-style-type: none"> <li>• Jurisdictional Inspectors               <ul style="list-style-type: none"> <li>❖ Residential</li> <li>❖ Commercial</li> </ul> </li> <li>• OSHPD/DSA Inspectors of Record</li> <li>• ICC Certified Plan Review</li> <li>• California Certified Accessibility Specialists (Inspection &amp; Review)</li> <li>• Leed Accredited Professionals</li> <li>• ICC Certified Building Officials</li> <li>• Complete Building Department Services</li> <li>• In House Plan Review</li> <li>• Offsite Plan Review</li> <li>• Property Condition Surveys</li> </ul>	<ul style="list-style-type: none"> <li>• Constructability Reviews</li> <li>• Baseline Schedule Review</li> <li>• Stakeholder Coordination</li> <li>• Submittals &amp; RFI's Review</li> <li>• Performing Claims Analysis</li> <li>• Public Works Inspection</li> <li>• Construction Monitoring &amp; Reporting</li> </ul>	<ul style="list-style-type: none"> <li>• Phase I &amp; II Environmental Assessments</li> <li>• Storm Water Pollution Prevention</li> <li>• CERCLA and RCRA Remedial Investigation Work Plans</li> <li>• NPDES Permitting and Compliance</li> <li>• Engineering Cost Estimates</li> <li>• Geotechnical Engineering</li> <li>• Soil Characterization &amp; Waste Profiling</li> <li>• Health &amp; Safety Plans</li> </ul>

#### **Firm's Financial Stability**

4LEAF is a financially-stable company and many of our contracts are multi-year, which provides a large base for stability, a significant backlog of funding, and support of many in-house resources. ***During the past 18 years, 4LEAF's reputation for technical excellence and corporate integrity has allowed us to grow our staff and expand our services into new areas.*** We presently have seven offices located throughout California, Nevada, Massachusetts, and Washington, and a staff of nearly 200 certified and licensed Engineers, Architects, Construction Managers, Inspectors, and Administrative staff available to serve our clients.

#### **Sub-consultants**

4LEAF does not require the use of sub-consultants.

## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK

## Project Management Team

As your consultant, we understand that **our role is to be an advocate on behalf of the City of Stockton (City)** and represent the City's best interests. 4LEAF's team will function as an extension of City staff, seamlessly integrating with the personnel and practices established by the City while adding the perspective and expertise that only 4LEAF can offer. Our goal, which we have successfully accomplished on previous clients' projects, is to have our staff integrate with yours and be accepted as an essential part of the City.

### **Primary Contact: Lead Project Manager – Joe Nicolas, P.E.**

This contract will be managed by our **Project Manager, Joe Nicolas, P.E.** Joe is responsible for Municipal Client management including staff recruitment, hiring, and the placing for Building Department clientele for positions like permit/counter staff, building official, plans examiners, residential inspectors, commercial inspectors, and inspection services for complex commercial developer funded projects.

Joe is a California registered Civil Engineer with more than 30 years of experience with both structural design and code compliance for large-scale projects. While leading the Plan Review Staff of more than 45 at the City of Sacramento, Joe had oversight of large public and private developments. These projects included the \$10 million renovation of Sacramento's Historic City Hall; and high-rise buildings including the \$650 million, 53-story, Towers Building on Capitola Mall; and the \$138 million, 39-story Aura Residential Towers. Having worked for 4LEAF for over 9 years, Joe has been the Project Manager for many projects for the Judicial Council of California - Administrative Office of the Courts, the City of Cupertino - Main Street Cupertino, Stanislaus County - Capital Improvement Projects, and several other projects.

All Inspection requests can be made to Joe Nicolas, P.E. Joe helps collectively manage the entirety of 4LEAF's Building and Safety Services Division that includes up to 150 employees, including more than 100 Inspectors. Whether the request ranges from full-time to part-time assignments, Joe will take the request, schedule the personnel, and confirm with the City all the pertinent details of the scheduling (i.e. time, dates, scope of service). **Joe has work with numerous local clients including the City of Sacramento, City of Folsom, City of Roseville, City of Rohnert Park, City of Healdsburg, Town of Tiburon, City of Galt, Aerojet, and numerous Cities and Counties throughout the North Bay Area, East Bay Area, South Bay Area and the Central Valley.**

Joe will discuss with the Building Department the exact personnel that are available at the time of request and give the Building Official several options. Availability will also depend on the length of assignment. 4LEAF has several local candidates available immediately – 4LEAF's Building Department Organization Chart is included at the end of this section. Staffing includes:

- **Project Inspectors**
- **Full-Time and Part-Time Building Inspectors**
- **Code Enforcement, Building Officials, Permit Technicians, etc.**
- **On-Call daily requests (24 hours notification or less)**
- **Fire Inspectors**
- **CASp Inspections/Consulting**

Joe Nicolas, P.E.  
Senior Engineer  
(916) 965 – 0010 – Office  
(916) 200 – 9959 – Cell  
[jnicolas@4leafinc.com](mailto:jnicolas@4leafinc.com)

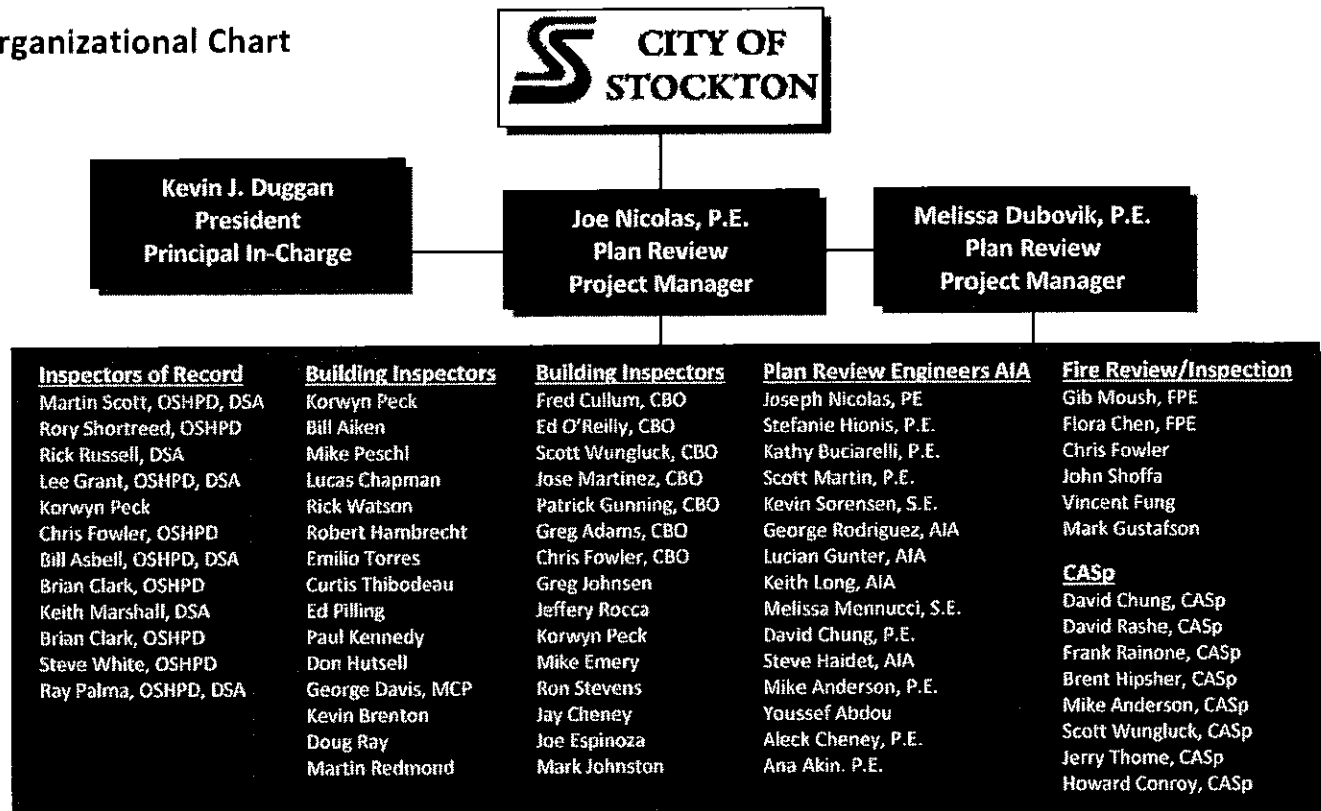


## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**Plan Review Project Manager – Melissa Dubovik, P.E.**

The plan review portion of this contract will be managed by Melissa Dubovik, P.E. She will be responsible for coordinating the distribution of reviews to our plan review staff and managing the content of the reviews throughout Quality Control Checks. Melissa manages a comprehensive team of structural and non-structural plans examiners who work on a variety of residential, commercial, and industrial projects throughout the region and services such clients as the: **City of Sacramento, City of Folsom, City of Roseville, City of Galt, City of Rocklin, City of Ranch Cordova, Aerojet Rocketdyne, UC Davis Design & Construction Management, and numerous Cities and Counties throughout the North Bay Area, East Bay Area, South Bay Area and the Central Valley.**

Melissa is a California registered Civil Engineer with more than eleven years of experience providing plan review and engineering services on numerous projects. Melissa's responsibilities include reviewing initial and subsequent submittals of structural and non-structural building plans for conformance of residential, commercial and essential service projects to the California Building Code (CBC) applicable at the time of submittal; composing plan check comment letters for projects, and performing independent calculations to verify project calculations.

*Melissa Dubovik, P.E.**Supervising Plan Review Engineer**(916) 965 – 0010 – Office**(916) 479 – 2403 – Cell**[mdubovik@4leafinc.com](mailto:mdubovik@4leafinc.com)***Organizational Chart****More than 75 additional staff Available.**



## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**Project Team Qualifications**

The following are snapshots of 4LEAF's Plan Examiner and Inspector personnel lists. As a Project Manager, Joe Nicolas has direct supervision and the ability to compile the right team of staff that will be tailor to the needs of the City of Stockton.

**4LEAF Plan Review Personnel:**

4LEAF has 30 plan check personnel that includes Registered Professional Engineers, Licensed Architects, Certified Access Specialists, and ICC Certified personnel dedicated to performing plan review services to our municipal clientele. Should duplicate names appear in our competitor's submittals, we are prepared to show payroll records to ensure you that all names listed in this proposal are employees of 4LEAF, Inc.

Plans Examiners	Registrations & Certifications
Melissa Mennucci, S.E.	Registered Structural Engineer
Albert Kong, S.E.	Registered Structural Engineer
Mike Anderson, P.E., CASp	Registered Professional Engineer & CASp
David Chung, P.E., CASp	Registered Professional Engineer & CASp
Kathy Bucciarelli, P.E.	Registered Professional Engineer & 2 ICC Certifications
Ana Akin, P.E.	Registered Professional Engineer & 2 ICC Certifications
Joseph Nicolas, P.E.	Registered Professional Engineer
Melissa Dubovik, P.E.	Registered Professional Engineer
Stefanie Hionis, P.E.	Registered Professional Engineer
Anastasios Hionis, P.E., M.E., E.E.	Registered Professional Engineer, Mechanical and Electrical Disciplines
Constantine Shuihaibar, P.E., PHD	Registered Professional Engineer
Aleck Cheney, P.E.	Registered Professional Engineer
Sareh Deyhimi, P.E.	Registered Professional Engineer & 1 ICC Certification
Scott Martin, P.E.	Registered Professional Engineer
Lucian Gunter, AIA	Registered Architect
Keith Long, AIA	Registered Architect
Steve Haidet, AIA	Registered Architect
Youssef Abdou	Degreed Engineer
Yousef Marmosh, P.E., M.E.	Registered Professional Engineer
Peter Oliver	ICC Certified Plans Examiner
Joseph Espinoza	ICC Master Code Professional
Martin Redmond	ICC Certified Plans Examiner and 9 ICC Certifications
Joseph Espinoza	ICC Certified Plans Examiner and 8 ICC Certifications
Madhavi Latha	Degreed Engineer & ICC Certified Plans Examiner
Kevin Sorensen, S.E.	Registered Professional Engineer
Shilpa Chandrsenka, AIA	Registered Architect

**Fire Review:**

4LEAF works with three different Fire Protection Engineers for fire review projects such as sprinklers, alarm systems, and other fire-related consulting items. The Fire Protection Engineers are provided below and resumes are available upon request.

Vincent Fung, P.E.	Registered Professional Engineer, Fire Protection Engineer
Flora Chen, P.E.	Registered Professional Engineer, Fire Protection Engineer
Gib Moush, P.E.	Registered Professional Engineer, Fire Protection Engineer

## EXHIBIT 2

**4LEAF, Inc.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**4LEAF Inspector Database:**

Below is a snap shot of 4LEAF's on-call inspection database. Should duplicate names appear in our competitor's submittals, we are prepared to show payroll records to ensure you that all names listed in this proposal are employees of 4LEAF, Inc.

<b>Inspectors</b>	<b>Certifications</b>
Christopher Fowler, CBO	<b>Certified Building Official, OSHPD A &amp; 25 ICC Certifications</b>
Rory Shortreed	<b>OSHPD A &amp; ICC Commercial Building Inspector</b>
Martin Scott	<b>OSHPD A &amp; DSA 1 Certification</b>
Ken DeCarlo	<b>OSHPD A &amp; DSA 1 &amp; 5 ICC Certifications</b>
Brian Clark	<b>OSHPD B &amp; ICC Combination Inspector</b>
Keith Marshall	<b>DSA 1 Certification</b>
Mike Leontiades, CBO	<b>Certified Building Official &amp; 9 IC Certifications</b>
George Davis	<b>Master Code Professional &amp; 36 ICC Certifications</b>
Ron Stevens	<b>17 ICC Certifications</b>
Mike Emery	<b>14 ICC Certifications</b>
Howie Conroy, CBO, CASp	<b>Certified Building Official, CASp &amp; 11 ICC Certifications</b>
Ed O'Reilly, CBO	<b>Certified Building Official, 10 ICC Certifications</b>
David Rashé, CBO, CASp	<b>Certified Building Official, CASp, 11 ICC Certifications</b>
Jerry Thome, CBO, CASp	<b>Certified Building Official, CASp &amp; 9 ICC Certifications</b>
Curtis Tibodeau	<b>9 ICC Certifications</b>
Lucas Chapman, CBO	<b>Certified Building Official &amp; 11 ICC Certifications</b>
Emilio Torres	<b>8 ICC Certifications</b>
Chuck Andrews	<b>8 ICC Certifications</b>
Patrick Gunning	<b>8 ICC Certifications</b>
Jeff Rocca	<b>7 ICC Certifications</b>
Brent Hipsher, CBO, CASp	<b>Certified Building Official, CASp &amp; 6 ICC Certifications</b>
Scott Wungluck, CASp	<b>CASp &amp; 6 ICC Certifications</b>
Chris Pallares	<b>5 ICC Certifications</b>
Greg Adams, CBO	<b>Certified Building Official, 4 ICC Certifications</b>
Kevin Brenton	<b>6 ICC Certifications</b>
Martin Redmond	<b>4 ICC Certifications</b>
Ed Pilling	<b>3 ICC Certifications</b>
Doug Ray	<b>Degreed Engineer, 2 ICC Certifications</b>
	<b>More than 75 additional ICC Certified Inspectors</b>

**Permit Technicians:**

4LEAF has a proven track record of providing Permit Technician/Counter staff to jurisdictions throughout California. The 4LEAF pool of talented professionals includes qualified and experienced permit technicians, capable of providing all permit processing and counter services.

Minnie Arredondo	ICC Certified Permit Technician
Tracy Evenson	ICC Certified Permit Technician
Danny Solano	Permit Technician
Traci Caton	Senior Project Technician

## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK

## Experience with Public Agencies and References

4LEAF is the largest provider of Building Department Services. 4LEAF currently supplies more than **100 ICC Inspectors** to municipal clients both on an on-call basis or permanent assignment. 4LEAF also performs a multitude of **plan review services** for these clients both on-site and from our 4LEAF office locations.

### City of Sacramento, CA

#### *Plan Review Services & Inspection Services*

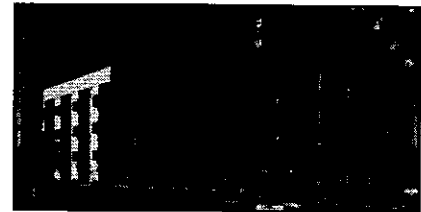
Joe is the 4LEAF Project Manager providing the City of Sacramento Plan Review, Field Inspection, and Permit Processing services. 4LEAF has established a collaborative working relationship with the City's Community Development Department. Joe knows the City's processes and procedures, and takes pride in providing excellent customer service and technical expertise.



### Project Highlights

#### **Q19 Apartments**

An exciting project that 4LEAF has recently collaborated with the City on is the review of a new mixed use building located in Sacramento's vibrant Midtown. 4LEAF performed the Life Safety, Accessibility, Structural, Plumbing/Mechanical, & Electrical reviews of this 4-story, 64,000 sq. ft. building with a valuation of \$6.6 million. 4LEAF worked closely with both the City and design team to guide the project through a phased permit and an alternative means and materials method request to bring the project to full approval on an expedited timeline.



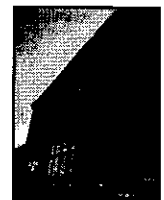
#### **California Family Fitness, K Street**

One of the most interesting City projects that 4LEAF reviewed in the past several years was the California Family Fitness project on K Street. This project is on the revitalized K Street Corridor and is a renovation of an existing unreinforced masonry building that had no as-built or drawings. The 31,000 sq. ft., 4-story, Type IIA, A-3/B occupancy building is a \$4.5 million project for which 4LEAF performed Life Safety/Accessibility/Structural/Plumbing/Mechanical/Electrical reviews. We collaborated closely with the City's Project Manager and the design team to work through some difficult design constraints which required the submittal and approval of an alternate material and methods of construction.



#### **Hobby Lobby, Arden Way**

4LEAF performed all plan reviews for the new, \$5 million, 55,000 sq. ft., single-story, Type V-B Hobby Lobby store. We worked closely with the City's Project Manager in order to meet some very tight construction schedule constraints.



<b>Client Name:</b>	City of Sacramento
<b>Project Dates:</b>	2001 - Present
<b>Client Contact:</b>	Winfred Deleon, Building Official
<b>Client Telephone:</b>	Office: (916) 808-5475
<b>Client Address:</b>	300 Richards Blvd., 3 <sup>rd</sup> Floor, Sacramento, CA 95811
<b>Contact Email:</b>	<a href="mailto:WDeleon@cityofsacramento.org">WDeleon@cityofsacramento.org</a>

**EXHIBIT 2****4LEAF, Inc.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**City of Roseville, CA***Plan Review Services & Inspection  
Services*

4LEAF is contracted to provide Plan Review Services for the City of Roseville Building Department. 4LEAF was one of three firms chosen during the selection process at the end of 2011 to help assist with overflow and third party plan reviews as needed.

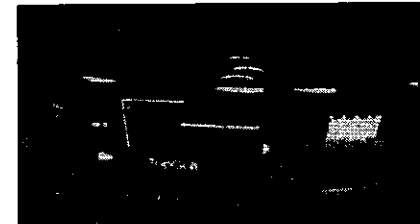
The City of Roseville has tasked 4LEAF with the review of many production homes in various new subdivisions, including Fiddymont Ranch, Westpark Village, and Foothills American Dream throughout our tenure as one of their consultants.

**Topgolf**

4LEAF worked very closely with both the City of Roseville and the design team throughout the entire review process to ensure that this unique project was completed on a tight deadline. Our team provided a comprehensive review, including that of an alternative means and materials method request, of this entertainment complex.



Client Name: City of Roseville  
Project Dates: Since 2012 - ongoing  
Client Contact: Scott Byrnes, Chief Building Official  
Client Telephone: Office: (916) 774-5332  
Client Address: 311 Vernon Street, Roseville, CA 95678  
Client Email: [SByrnes@roseville.ca.us](mailto:SByrnes@roseville.ca.us)

**City of Healdsburg, CA***On-Call Plan Review and Inspection Services*

4LEAF currently provides as-needed building inspection and plan review services for the City of Healdsburg which features an affluent community of high-value real estate both residentially and commercially.

**Project Highlights**

4LEAF is currently serving the City of Healdsburg with on-site plan review services. 4LEAF provides a plans examiner three days per week to work at the City and provide over-the-counter plan check and permitting services to the community in order to ensure the City is able to maintain a proper customer service turn-around and attention to detail.

Agency Name: City of Healdsburg  
Project Dates: 2016 - Present  
Client Contact: Barbara Nelson, Planning & Building Director  
Contact Telephone: Office: (707) 431-3482  
Client Address: 401 Grove Street, Healdsburg, CA 95448  
Contact Email: [BNelson@ci.healdsburg.ca.us](mailto:BNelson@ci.healdsburg.ca.us)

## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**City of Palo Alto, CA***Building Inspection, Permit Technician, Plan Review***Miscellaneous jurisdictional inspection assignments**

Since 2007, 4LEAF has provided several combination inspectors to assist the City staff with routine daily inspections for commercial and residential properties located throughout Palo Alto. Our inspection services vary from full-time to temporary part-time staff to help augment vacation or extended absences to due illness and/or market demand.

**On-Site Plans Examiners**

Since 2010, 4LEAF has provided on-site plans examiners for the City of Palo Alto. All Plans Examiners are registered Engineers in the State of California and are responsible for reviewing larger projects between \$100,000 to \$50,000,000 under the direction of the Chief Building Official. In addition, they will also assist the Permit Counter with over-the-counter plan reviews and general questions from the public. Some of the most recently reviewed projects include Skype, Stanford Medical Center, Technology Credit Union, and VMware.

**Inspection Services (Project Specific)**

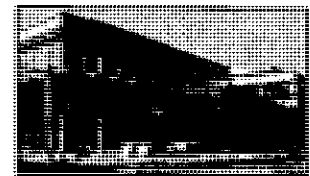
4LEAF also provided the Project Inspector on the City of Palo Alto new **Mitchell Park Library and Community Center** under Turner Construction Management. 4LEAF is responsible for performing combination inspections and the project is on track for LEED Gold Certification. The project consists of a new 56,000 sq. ft. joint facility that will replace the two former facilities. The new Mitchell Park Library and Community Center is a highly sustainable joint-use facility that will be a vibrant destination for civic, cultural, social, educational, and recreational activities.



4LEAF provided the building inspection services on the **Taube-Koret Campus for Jewish Living**. This project replaced the old Sun Microsystems space and made way for a 8.6 acre and **\$350 million** mixed used facility which included Senior Housing, Gymnasium, in-door and outdoor swimming pools, parking structure, theatre, school, etc. This project won several awards and was a huge benefit to the community.



4LEAF provided two full-time inspectors to the VMware campus. This project is a **\$1.3 billion** expansion project at the Stanford Research Park. This project includes construction of an extensive expansion and renovation of the current corporate office campus totaling approximately 800,000 sq. ft. and three (3) parking garage structures for approximately 2,900 stalls. This project is pending LEED Certification.

**Annual Contract Value: ~\$2,000,000**

Client Name: City of Palo Alto  
 Project Dates: 2007 - Present  
 Client Contact: Peter Pirnejad, P.E., Director of Development Services  
 Client Telephone: Office: (650) 329-2550  
 Client Address: 285 Hamilton Ave. Palo Alto, CA 94301  
 Contact Email: [Peter.Pirnejad@CityofPaloAlto.org](mailto:Peter.Pirnejad@CityofPaloAlto.org)



## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**City of Cupertino, CA***On-Call Plan Review, Fire Plan Check, and Inspection Services*

4LEAF is currently performing on-call building inspection, plan review, and fire plan review services for the City of Cupertino. 4LEAF has completed numerous residential and commercial plan reviews on behalf of the City.

**Apple Campus 2**

4LEAF is currently providing the Building, Fire, and Public Works Department Inspection services on the largest private commercial construction project in the Country. 4LEAF has been tasked with mobilizing a **project team of more than 20 Building, Fire, and Public Works Inspectors, Project Administration Staff, and Engineering team** for this more than **\$6 Billion project**. 4LEAF is responsible for coordinating the inspections in relation to the City's permits and ultimately packaging milestones of the project for occupancy approval from the City's Chief Building Official. This project includes several different buildings on Campus to include:

**Main Street Cupertino Project**

4LEAF is currently performing a review on the Main Street Cupertino Project. The 17.4 acre Downtown Cupertino project includes 130,000 square feet of retail space, 100,000 square feet of office space, and 160 units of high-end senior Housing. This project is a collaborative effort working closely with the City of Cupertino, the design professionals and the developer. This project includes:

**Site Description / Master Plan**

•	Main Street Cupertino Encompasses 17.4 Acres
•	130,000 Square Feet of Retail
•	One Acre European Inspired Public Square
•	100,000 Square Feet of Class A Office
•	150-250 Room Hotel
•	160+ Units of High-End Senior Housing

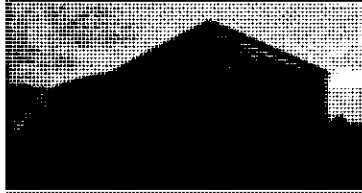
**Annual Contract Value: \$4,000,000**

Agency Name: City of Cupertino  
 Project Dates: 2010 – Present  
 Client Contact: Albert Salvador, P.E., C.B.O., Chief Building Official  
 Client Telephone: Office: (408) 777-3328  
 Client Address: 10300 Torre Ave, CA 95014  
 Contact Email: [AlbertS@Cupertino.org](mailto:AlbertS@Cupertino.org)

## EXHIBIT 2

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**City of Dublin, CA***On-Call Plan Review, Code Enforcement, and Inspection Services*

4LEAF has an on-call contract with the City of Dublin Building Department to provide third-party plan review, code enforcement, and inspection services. 4LEAF is responsible for work being performed within the City's jurisdiction on projects ranging from major new development areas to capital improvement projects and infill development. 4LEAF has supplied as many as **14 continuous staff** to the **City of Dublin** over the course of this ongoing contract.



4LEAF has performed plan review and inspection services of the Ross Corporate Campus located in Dublin, CA. To date this includes the tenant improvements of 3 three-story buildings totaling approximately 360,000 sq.ft.

**ROSS**  
DRESS FOR LESS

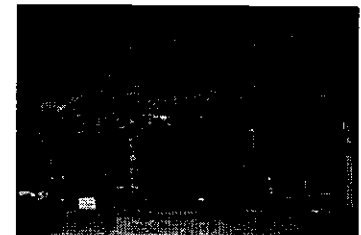
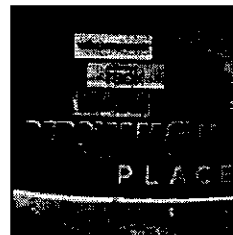
Building department style plan review includes a Structural Review, Building (life-safety) Review, Accessibility / ADA Review (performed by a Certified Access Specialist), Energy Compliance/Title 24 Review, and Plumbing/Mechanical/Electrical Review. All final submitted project documents must be wet stamped and signed by the project's registered engineer(s) or licensed architect(s) per State of California regulations.

**Sizes:**

**5120 Hacienda – 100,000 Sq. Ft.**  
**5130 Hacienda – 100,000 Sq. Ft.**  
**5140 Hacienda – 100,000 Sq. Ft.**  
**Valuation: \$68 Million**  
**Turn-Around: 3 Weeks**  
**Consultant Fee: ~\$25,000**  
**Occupancies B and A-3**

4LEAF inspection staff members have provided combination building inspection services for some of the City's most important **commercial projects including shopping centers, parking garages, big-box retail stores, medical centers, libraries, and countless capital improvement projects**. 4LEAF inspection staff members have also provided combination building inspection services on numerous **high-density residential projects** which routinely required Type V one- hour inspections. These projects include:

- Ulfert's Center
- Grafton Station
- Gateway Medical Center
- Avalon Bay
- Persimmon Place
- Tassajara Ranch
- Emerald Place
- City of Dublin Library
- Dublin Ranch
- Wallace Ranch

**Annual Contract Value: \$1,200,000**

**Agency Name:** City of Dublin  
**Project Dates:** 2002– Present  
**Client Contact:** Gregory Shreeve, C.B.O., Chief Building Official  
**Client Telephone:** Office: (925) 833-6620  
**Client Address:** 100 Civic Plaza, Dublin, CA 94568  
**Contact Email:** [Gregory.Shreeve@ci.dublin.ca.us](mailto:Gregory.Shreeve@ci.dublin.ca.us)

## EXHIBIT 2

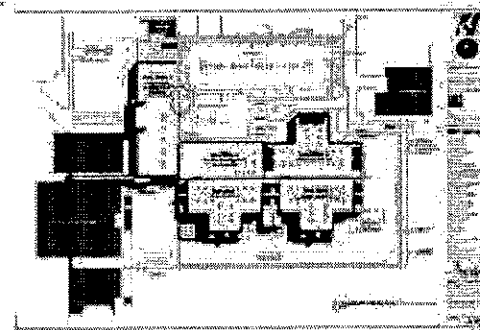
**4LEAF, INC.**ENGINEERING \* CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION \* PLAN CHECK**Stanislaus County Capital Projects***Plan Review Services*

4LEAF provided complete code review services for the following projects:

- Barracks Replacement
- Coroner Facility
- Psychiatric Facility
- Public Safety Center Projects 1, 2, and 3

**Project Examples****Public Safety Center Projects 1 & 3**

- **Project One (Maximum-Security/Medical/Mental Health Housing Units)** – Includes two maximum-security housing units (240 beds each), special needs housing unit, medical and mental health housing unit (72 OSHPD-licensable beds), health services facility, and security administration, to be funded 90% by Assembly Bill/AB 900 Phase II funding and 10% by County matching funds.
- **Project Three (Intake, Release, Transportation)** - Includes various support facilities to be funded entirely by County funds through funds set aside from Public Facility Fees.



**Size: 270,000+ Sq ft**  
**Valuation: ~\$100 Million**  
**Plans Received: 10/2014**  
**Review Completed: On-Going**  
**Consultant Fee: \$80,000**  
**Total Beds: 552**  
**Occupancies A/B/I Types II-B and II-A**

These projects consist of 135,200 square feet (sf) of housing, treatment, and program space on approximately 9 acres of the greater 127± acres of County-owned land on which the County's existing Public Safety Center is located. Projects One and Three will include two new buildings constructed primarily of steel and concrete for security and long-term durability. Project One will be a jail expansion, approximately 101,600 sf, that includes two maximum security adult detention housing units, one medical/mental health housing unit, a health services unit, a security administration (control) center, and all necessary circulation and common space. Project Three will be an intake, release, and transportation center, approximately 33,600 sf. Both of these facilities will be dependent on the existing, adjacent facilities for several core operational components, including kitchen and laundry services; offender intake, release, and transportation; and

**Client Name:** County of Stanislaus  
**Project Location:** 200 E. Hacket Rd, Ceres, CA  
**Client Contact:** Patricia Hill Thomas, COO  
**Client Address:** 1010 10<sup>th</sup> Street  
 Modesto, CA 95354  
**Client Phone:** (209) 525-6333  
**Project Cost:** \$100 Million

**Key Personnel**  
 Scott Martin, PE – Structural Review  
 Craig Tole – Consultant PM  
 Joe Nicolas, P.E. – Code Review  
 Mike Anderson, P.E., CASp – Code

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK

## City of Monterey, Portola Hotel and Conference Center

### Plan Review Services

4LEAF performed plan review for the 102,000 Sq. Ft. Portola Hotel and Conference Center on behalf of the City of Monterey for the major renovation of the existing City-owned Conference Center originally constructed in 1977. 4LEAF reviewed these plans in less than 4 weeks and performed numerous subsequent re-checks of the review. In addition, 4LEAF's Project Management team also met with the City and design team to assist in the process.



4LEAF's plan review consisted of:

- Life Safety and Master Exiting Plan Review determining compliance to the 2013 CBC.
- Structural Plan Review determining compliance with the 2013 California Building Code.
- MEP review determine compliance with 2013 CMC, CPC, and CEC.
- Energy Code Plan Review in compliance with 2013 California Energy Code.
- Green Building Review in compliance with the 2013 California Green Code.
- Fire Code Plan Review determining compliance with 2013 California Fire Code.
- NFPA 13 Fire Sprinkler and NFPA 12 Fire Alarm (Deferred).
- Disabled Access Review to determine compliance to the 2013 California Building Code and 2010 ADA Standards.

#### Plan Review:

Size: 102,000 Sq. ft.

Valuation: \$25 Million

Consultant Fee:



Client Name: City of Monterey  
 Project Location: 1 Portola Plaza, Monterey, CA  
 Client Contact: John Kuehl, CBO  
 Client Address: 580 Pacific Street, #4  
 Monterey, CA 93940  
 Client Phone: (831) 646-5642  
 Completion Date: 2016  
 Contact Email: [Kuehl@monterey.org](mailto:Kuehl@monterey.org)

Key Personnel  
 Stefanie Hionis, P.E.  
 Mike Anderson, CASp  
 Joseph Nicolas, P.E., Project Manager

---

# Melissa Dubovik, P.E.

## Plan Review Engineer/ Project Manager

---

**Experience**

11 years

**Education**

Bachelor of Science in Architectural Engineering, 2005  
California Polytechnic State University,  
San Luis Obispo

**Registrations**

State of California Licensed Professional Engineer, Civil, #73241

**Software Proficiency**

AutoCAD (v.97 - v.2008), Revit 2009,  
SAP2000, Enercalc, TJBear, RAMSteel,  
RAM Advanse, Microsoft Office Suite

**Experience Summary**

Melissa is a California registered Civil Engineer with more than eleven years of experience providing plan review and engineering services on numerous projects. Melissa currently assists 4LEAF in the management of plan review efforts including distribution to our Fire Review, Structural Review, and Non-Structural Review personnel.

---

**Select Professional Experience****4LEAF, Inc.*****Plan Review Engineer******2012 - Present***

Melissa is responsible for coordinating and Project Managing all plan reviews from 4LEAF's clientele and distributing to the appropriate plan review personnel. Melissa's responsibilities include reviewing initial and subsequent submittals of structural and non-structural building plans for conformance of residential, commercial and essential service projects to the California Building Code (CBC) applicable at the time of submittal; composing plan check comment letters for projects, and performing independent calculations to verify project calculations.

**Buehler and Buehler Structural Engineers, Inc.*****Project Engineer******2005-2011***

As a project engineer, Melissa designed essential service, educational, commercial (entertainment, office and retail) and multi-family residential buildings. She is experienced with Seismic design experience with codes: 2009 IBC, 2010 CBC, ASCE 7-05, ACI 381-05, AISC 341. Melissa has the ability to complete her own construction documents in AutoCAD or Revit Structural Ability to adapt to clients needs. Melissa's design experience includes:

- Little Saigon Plaza, Sacramento, CA
- Sutter Memorial Hospital Catheterization lab # 3, Sacramento, CA
- Lincoln Square Plaza, Lincoln, CA
- Offices at Cameron Park, Cameron Park, CA

---

# Mike James Anderson, P.E., CASp

Plan Review Engineer

---

**Experience**

25 years

**Education**

BS, Civil Engineering,  
California State University,  
Sacramento

**Registration**

CA Registered Civil Engineer

**Certification**

ICC Certified Professional Plans  
Examiner

CASp – Certification No 328

**Experience Summary**

Mike Anderson has over 25 years of extensive plan review experience. He has provided architectural and structural plan review services on numerous moderate and complex projects for various jurisdictions and clients in California. His architectural review experience includes both reviewing new construction plans for code compliance and analyzing existing buildings for potential occupants and building owners. This architectural review covers aspects of the California Building Code including occupancy type, rated construction, exiting and accessibility. Mike is not only a professional engineer but also a Certified Access Specialist. Mike is currently responsible for providing architectural and accessibility plan review and office staff oversight for a variety of commercial, industrial, and multi-family residential projects throughout the western U.S. Through many years of project experience and personal contacts in the code industry, he maintains a strong connection with and understanding of the California Building Code. Mike has extensive experience reviewing high-rise and mid-rise projects for the City of Sacramento for conformance with the local building codes and ordinances. He has reviewed apartments, commercial buildings, OSHPD 3 Facilities and assembly occupancy facilities.

---

**Select Project Experience****Plaza Lofts Seven Story Building*****Plans Examiner*****City of Sacramento, CA**

High-Rise with complex rated construction details and Ch.11A accessibility including parking garage, ramps, etc.

**Marriott Hotel – Fifteen Story Hotel & Condominium Building*****Plans Examiner*****City of Sacramento, CA**

High-Rise with both CBC Ch. 11A & B accessibility provisions.

**RT Metro Repair Facility****City of Sacramento, CA**

Industrial structure with multiple other uses including assembly and office.

**Carefree Natomas Apartments, Sacramento, CA**

Three-story multi-family with clubhouse – 20 building site including full accessibility site analysis.

---

# Keith Long, AIA

Plans Examiner

---

**Experience**

35+ years

**Education**

B.S. Architecture

University of California, Berkeley

**Registrations/Certifications**

Registered Architect, CA

National Council of Architectural  
Registration Boards (NCARB)

**Professional Affiliations**

ICC/ICBO Education Committee, Code  
Development and Review Committee,  
Plan Review Committee

Commissioner, California State Board of  
Architects

American Institute of Architects, Central  
Valley Chapter / Hawaii Society

Construction Specifications Institute (CSI)

National Trust for Historic Preservation

Member, Yolo County Historic Landmarks  
Commission

Member, Woodland Historical Landmarks  
Committee

Executive Committee, Downtown  
Woodland Renovation

Chairman, City of Chico Architectural  
Review Board

Member, Rotary International

**Experience Summary**

Keith has over 35 years of experience as a private practitioner with over 1,000 commissions in three states. He has been the Architect of Record for a variety of projects ranging from special studies to technical historical restorations with a strong emphasis in rehabilitation, remodeling and adaptive reuse projects, and new construction in all occupancy groups. He has a proven track record in the design and construction of power generation facilities, and code compliance reviews of single-family and over 2,000 units of multi-family residential projects, medical offices, public works, military, retail and office commercial, banks, restaurants, schools, churches, city halls and council chambers. Keith has extensive expertise with the ICC, IBC, UFC, NEC, UMC and UPC, UCBC, the State Historic Building Code, California Building Code, Title 24 California Electrical Code, and Americans with Disabilities Act. He has authored in-house studies and draft policies such as seismic upgrades for unreinforced masonry buildings, and led numerous training workshops both for city inspection staffs and the general public, in subjects such as truss design and inspection, acoustics in construction, accessibility, code updates and others.

---

**Select Project Experience****Mariposa Energy Project*****California Energy Commission / Mariposa Energy******Director of Engineering Services***

The Mariposa Energy Project is a natural gas-fired, simple-cycle electrical generating facility rated at a generating capacity of 200 MW. Four General Electric LM6000 combustion turbine generators (CTGs) and associated support equipment are included. A new approximately 0.7 mile long, 230kV transmission line will deliver the plant output to the electrical grid via the existing 230kV substation located north of the project site.

**EXHIBIT 2**Keith Long, AIA

---

**Abengoa Mojave Solar Project****California Energy Commission / Abengoa Solar, LLC****Director of Engineering Services**

The project utilizes parabolic trough technology to solar heat using a heat transfer fluid (HTF). This hot HTF will generate steam in solar steam generators, which will expand through a steam turbine generator to produce electrical power from twin, independently-operable solar fields, each feeding a 125 MW power island. The sun will provide 100 percent of the power supplied to the project through solar-thermal collectors.

**Genesis Solar Energy Project****California Energy Commission / NextEra Energy Resources, LLC****Director of Engineering Services**

The project consists of two independent solar electric generating facilities with a nominal net electrical output of 125 MW each, for a total net electrical output of 250 MW. Electrical power will be produced using steam turbine generators fed from solar steam generators. The solar steam generators receive heated transfer fluid from solar thermal equipment comprised of arrays of parabolic mirrors that collect energy from the sun.

**GWF Tracy****California Energy Commission / GWF Tracy****Director of Engineering Services**

GWF Energy is modifying the existing Tracy Peaker Plant by converting the existing facility into a combined-cycle power plant with 145 MW of additional generating capacity. The project consists of the power plant, an onsite 230 kV switchyard, an onsite natural gas supply interconnection, an approximately 1,470 foot water supply pipeline and improvements to an existing dirt access road.

**Palomar Power Project****California Energy Commission / San Diego Gas & Electric****Director of Engineering Services**

The project included a natural gas-fired combined cycle power plant and associated reclaimed water supply and brine return pipelines, two combustion turbine-generators equipped with dry low combustors and evaporative inlet air coolers, two heat recovery steam generators equipped with duct burners, a steam turbine-generator and associated auxiliary systems and equipment. The project also included a new 230 kV switchyard connecting with an existing San Diego Gas and Electric, electric transmission line.

**Colusa Generating Center****California Energy Commission / Pacific Gas & Electric****Director of Engineering Services**

The Colusa Generating Station is a 660MW combined cycle generating facility. The project is fueled by natural gas which is delivered to the site via a new 8 inch, 1,500-foot pipeline owned and operated by PG&E. Transmission interconnection required four double circuit 230 kV lines that connect to PG&E's existing 230 kV north-south transmission lines located approximately 1,800 feet east of the project site. The project included over 700 submittals for review and approval.



# Frank Rainone, CASp

Plan Examiner

## Experience

27+ years

## Certifications

CASp # 410

**Expires 3/09/2018**

ICC Certified Accessibility  
Inspector/Plans Examiner

**Expires 12/02/2016**

ICC Certified Building Inspector  
**Expires 12/02/2016**

ICC Certified Building Plans Examiner  
**Expires 12/02/2016**

ICC Certified Combination  
Dwelling Inspector  
**Expires 12/02/2016**

ICC Certified Residential  
Combination Inspector  
**Expires 12/02/2016**

## Experience Summary

Frank is an ICC Certified Building Plans Examiner, Certified Accessibility Inspector/Plans Examiner, and Certified Building Inspector with more than 27 years of experience working within local jurisdictions.

Frank is experienced with the customer service aspects of municipal building department counters and possess a working knowledge to examine plans and specifications for residential and commercial projects to ensure compliance with the California Building Code, California Residential Code, Building, Mechanical, Plumbing, Electrical, and Title 24.

## Select Project Experience

### 4LEAF, Inc.

#### *Plan Examiner*

**July 2016 – present**

Frank is currently performing plan reviews for many of 4LEAF's clients. Frank reviews residential and commercial plans for life-safety, plumbing, mechanical, electrical, Title 24 energy, and disabled access.

### City of Pleasanton, CA

#### *Plan Checker*

**Dec 2012 – July 2016**

Frank was responsible for the regular plan review and provided over the counter review services as needed. Frank reviewed all phases of residential and commercial construction for MEP, Title 24 energy, and disabled access. Calculated permit and sewer fees as required. Acted as the building official in his absences.

### City of East Palo Alto, CA

#### *Building Official*

**March 2008 – Dec 2012**

Frank oversaw the daily operations of the Building Services Division which included but was not limited to; the operating budget, inspections, code enforcement, and the plan check of all non-structural projects. In addition, Frank prepared ordinances for the adoption of the building codes.

**EXHIBIT 2**Frank Rainone, CASp

---

Frank implemented the city's first permit tracking system (CRW) for all divisions and departments use. He developed code enforcement requirements including ordinances to provide staff with the additional tools to deal with code enforcement issues. Frank also provided training for the city's inspector and permit techs concerning code and enforcement issues.

***City of Sunnyvale, CA******Plan Check Coordinator******Dec 1999 – March 2008***

As the plan check coordinator, Frank oversaw the plan review process for the one-stop permit center and all other plan review services provided by the city. As part of the plan review process, he provided reports to the building official concerning plan review accuracy and achieving assigned plan due dates, and was directly involved with the plan review of the more complicated projects such as multi-story residential and commercial buildings. Included with the plan review process was review for mechanical, plumbing and electrical systems, accessibility, and Title 24 energy compliance. Frank was also responsible training the building inspector coordinators and the plan checkers for both plan review and inspections. In addition, Frank was responsible for overseeing portions of the building department's budget and assisted the building official in the adoption of the building codes. Frank acted as the building official in the building official's absence.

Frank assisted with and oversaw the more complex inspections related to the larger building projects within the city. He conducted meetings on all types of building projects and met with developers, owners, architects and contractors to resolve construction related and plan review issues.

***City of Sunnyvale, CA******Sr. Building Inspector******Dec 1995 – Dec 1999***

As the Sr. Building Inspector Frank, was directly involved with the plan reviews of the more complicated projects such as; multi-story residential, commercial buildings, and all types of occupancies including hazardous type. Included with the plan review process was review for mechanical, plumbing and electrical systems, accessibility, and Title 24 energy compliance. Frank was also responsible for training the building inspector coordinators and plan checkers for both plan review and inspections. In addition, Frank assisted the building official in the adoption of the building codes, and oversaw the more complex inspections related to the larger building projects in the city.

***City of Sunnyvale, CA******Building Inspector******Dec 1989 – Dec 1995***

Frank inspected and plan review of all types of construction related to the different occupancy types. Inspections included compliance with the building, mechanical, electrical, plumbing, accessibility features, and Title 24 energy requirements. He also provided plan review on all type of construction.

***City of Gilroy, CA******Building Inspector******July 1987 – Dec 1989***

Frank inspected all types of construction related to the different occupancy types. Inspections included compliance with the building, mechanical, electrical, plumbing, accessibility features, and Title 24 energy requirements. Frank also provided plan review on all type of construction.

---

# Constantine Shuhaibar, PhD, PE

## Structural Review Engineer

---

### Education

BE/1988/Civil Engineering, American University of Beirut, Beirut, Lebanon

MS/1990/Structural Engineering, San Jose State University, San Jose, California

PhD/1995/Structural Engineering, Cornell University, Ithaca, New York

### Registrations

Registered California Civil Engineer, C59669, California

### Experience Summary

Dr. Shuhaibar is Civil/Structural Engineer and an expert in Building and Structural Design. He will be available to the team as needed for structural design review services. He specializes in performance-based techniques, seismic isolation and damper systems, and seismic risk analysis. Dr. Shuhaibar is also a specialist in Steel Moment Frames and Buckling Restrained Braced Frames. He has been invited to peer review/plan check many new and retrofit designs, such as the landmark high-rise structure 'The Towers' on Capitol Mall in Sacramento.

---

### Select Project Experience

#### UCSF Hospital, Mission Bay, San Francisco, CA

Dr. Shuhaibar was retained by the general contractor and worked closely with the architects of record on the structural design of a new panelized prefabricated wall system to be used throughout the 870,000 square foot facility. Several schemes were developed and economic feasibility studies are underway. The next step is full scale testing and obtaining Office of Statewide Health Planning and Development (OSHPD) approvals. Dr. Shuhaibar was also asked to value engineer specific repetitive light gauge steel details. Working with DPR Construction, cost effective alternate details were developed and approved by the structural engineer of record and OSHPD.

#### The Towers on Capitol Mall, Sacramento, CA

Dr. Shuhaibar performed the review of Tower 1 which consists of a hotel with 276 keys with 343 condominium units. Tower 2 consists of 467 condominium units. It is the largest private development in Sacramento history at a height of 615 feet and 53 stories per tower. The structural system is a concrete post-tensioned flat slab with a reinforced concrete "core-only" shear wall in each tower sitting on separate thick concrete mat foundations with more than 3,000 post-tensioned piles. Extensive nonlinear dynamic time history analysis was performed along with a peer review.

### Key Qualifications

- *Design:* Strong background in the design of steel, reinforced concrete, and pre-stressed concrete structures per UBC/AISC/ACI.
- *Evaluation:* Special familiarity with performance-based techniques for existing structures as outlined in the FEMA 356/273, ATC-40, and Vision 2000 guidelines.
- *Review:* Including Peer Review, Plan Check, Value Engineering, and Constructability Reviews.
- *Risk Assessment:* Includes Probable Maximum Loss (PML) and Seismic Risk Reduction Plans
- *Research & Development:* Building Code Development and New Structural Systems.

# Stefanie Hionis, P.E.

## Plan Review Engineer

### Experience

10+ years

### Education

Bachelor of Science in Architectural Engineering, 2002

California Polytechnic State University, San Luis Obispo

### Registrations

State of California Licensed Professional Engineer, Civil, #70789

### Certifications

LEED Accredited Professional

### Professional Affiliations

California Office of Emergency Services, Safety Assessment Program, DSW-Volunteer

Structural Engineers Association of Central California, Young Members Forum

### Software Proficiency

AutoCAD (v.97- v.2008), Revit 2009, SAP2000, Enercalc, TJBear, RAMSteel, RAM Advanse, Microsoft Office Suite

### Experience Summary

Stefanie is a California registered Civil Engineer with more than 10 years of experience providing plan review and engineering services on numerous projects. Stefanie is a LEED Accredited Professional and a member of the Structural Engineers Association of Central California Young Members Forum.

### Select Professional Experience

#### 4LEAF, Inc.

##### *Plan Review Engineer*

Stefanie's responsibilities include reviewing initial and subsequent submittals of structural and non-structural building plans for conformance of residential, commercial and essential service projects to the California Building Code (CBC) applicable at the time of submittal; composing plan check comment letters for projects, and performing independent calculations to verify project calculations.

#### Board for Professional Engineers and Land Surveyors

##### *Subject Matter Expert*

Serving as subject matter expert, Stefanie reviewed and approved applications for the Civil Professional Engineers Exam, coordinated with Senior Registrars to address unique applicant questions and applications, communicated with applicants and guided their efforts to finalize incomplete applications, and implemented process improvements in written communication methods to applicants.

#### Buehler and Buehler Structural Engineers, Inc.

##### *Project Engineer*

As a project engineer, Stefanie designed essential service, educational, commercial (entertainment, office and retail) and multi-family residential buildings. She is experienced with timber, concrete, CMU and steel (including light gage) construction utilizing the 2001 and 2007 CBC, specialized computer programs, in-house design tools and hand calculations. She performed construction administration, including addendum drawings, RFI's / SSK's and structural observations. She coordinated structural support of equipment for Tenant Improvements (TI's), school modernizations and medical equipment upgrades in hospitals and medical office buildings. Stefanie analyzed conditions and capacities of existing structures for ASCE 31 protocol as member of design team, and controlled design schedules by drafting smaller projects in AutoCAD. Stefanie mentored younger engineers and was a member of in-house LEED committee.

---

# Scott Martin, P. E.

## Plan Review Engineer

---

**Experience**

18+ years

**Education**

University of California, Irvine  
B.S. Civil Engineering

**Certifications**

California Registered Civil Engineer  
License # 59091

Nevada Registered Civil Engineer  
License # 019922

**Professional Affiliations**

ICC – International Code Council

Structural Engineers of Northern  
California (SEAOC)

ASCE

**Experience Summary**

Scott has more than 18 years of structural engineering experience. Scott has performed a multitude of plan reviews for many different disciplines including OSHPD 3, DSA Projects, and various municipal reviews for clients throughout California. Scott's day-to-day activities include the review of plans submitted to local jurisdictions, creation and submission of plan check letter, and constant communication with all project stakeholders. In addition, Scott was often tasked with the education of building code to applicants.

---

**Select Professional Experience****4LEAF, Inc.*****Structural Plan Check Engineer*****2012 - Present**

Starting in December of 2013, Scott has recently accepted a position to perform and manage plan reviews in the Central Valley and Central Coast for many of 4LEAF's clientele. Since 2012, Scott has worked for 4LEAF as a structural plans examiner and has been tasked to the City of Palo Alto. Scott was often assigned to the counter to work with the public and architects to answer building code related questions and to provide excellent customer service. In addition, Scott performed many large-scale plan reviews for the City including:

- Stanford Medical Center (6 Stories) - \$32 Million
- VMware HTE tenant improvement - \$25 Million
- Hilton Hotel and Underground Parking - \$18 Million
- VMware Parking Structure 2 - \$14 Million
- Stanford Hospital Site Development - \$13 Million
- 260 California (3 Story mixed-use & underground parking) - \$10 M
- Thermal Vacuum Chamber - \$9.7 Million
- VMware Parking Structure (4 Levels) - \$6.8 Million
- 4 Story tenant improvement for Survey Monkey - \$6.1 Million
- Merck Corporate Office - \$4.9 Million



**EXHIBIT 2**

Scott Martin, P.E.

**Wildan Engineering, Fresno, CA*****Structural Plan Check Engineer*****2007-2010**

Scott performed structural plan reviews on behalf of Wildan Engineering for numerous jurisdictions throughout California. Scott was tasked with the plan review, creation of the plan check letter, communicating with project stakeholders, and educating the applicants on current building codes and standards. Some of Scott's projects included:

- CSU Humboldt Student Center Expansion; Arcata, CA
- Park Place: Res/Office/Retail over Parking; Paso Robles, CA
- CalRENEW-1 Solar Power Farm; Mendota, CA
- City of Winters Police/Fire Complex; Winters, CA
- UC Davis Hyatt Place Hotel; Davis, CA

**Advanced Structural Design, Inc., Fresno, CA*****Project Engineer*****1998-2007**

Scott was a Project Engineer for nearly ten years with Advanced Structural Design out of Fresno. Scott was responsible for engineering design, drafting (Autocad & hand), shop drawing review, and coordination with clients.

- Mt. Whitney Classroom Buildings; Visalia CA (DSA #02-107633)
- Plumber's Union Expansion; Fresno, CA
- Oak Valley New Admin; Tulare County, CA
- Paul Evert's RV Expansion and New Canopies; Fresno, CA
- Grizzlies Stadium; Fresno, CA

---

# Kathy Bucciarelli, P.E.

## Plan Review Engineer

---

**Experience**

20 + years

**Education**

University of California,  
Berkeley  
Master of Science –  
Structural Engineering,  
6/1987

B.S. Civil Engineering  
California State Polytechnic University,  
Pomona, 1986

**Registrations**

State of California Licensed  
Professional Engineer, Civil, #048015

**Certifications**

ICC Building Plans Examiner

**Experience Summary**

Kathy has performed a multitude of plan reviews on residential buildings, commercial structures, energy plants, and OSHPD 3 clinics. She is also experienced with the customer service aspects of municipal building department counters and possesses a working knowledge of structural design for commercial and institutional buildings including seismic evaluation and strengthening of existing buildings. Kathy also possesses a working knowledge of structural programs such as SAP and ETABS for static and dynamic analysis, SAFE for slab design, RISA, Excel, and Accela's Permit Plus.

---

**Select Professional Experience****4LEAF, Inc. – City of San Jose*****On-Site Plan Review Engineer***

Kathy is currently performing in-house plan reviews at the City of San Jose. Kathy reviews residential and commercial plans for structural, life-safety, plumbing, mechanical, electrical, Title 24 Energy, and ADA compliance.

**4LEAF, Inc. – City of Livermore*****On-Site Plan Review Engineer***

Kathy provided the City of Livermore with on-site plan review engineering services. Kathy was responsible for all phases of review which includes structural and non-structural review. Kathy primarily worked on projects for the Paragon Outlet mall project on the west side of I-580. Prior to Livermore, Kathy worked on large commercial projects on behalf of 4LEAF for the City of Palo Alto.

**West Coast Code Consultants (WC3)*****Senior Plan Review Engineer***

Kathy was responsible for reviewing plans for the Cities of Walnut Creek, Pittsburg, Emeryville, Hayward, Mountain View and various other Bay Area jurisdictions. The scope of reviews included residential and commercial buildings, OSHPD 3 clinics and energy plants for Structural, Life Safety, T-24 Accessibility, Title 24 Energy, Plumbing, Mechanical, and Electrical compliance.

**EXHIBIT 2**Kathy Bucciarelli, P.E.

---

**Bureau Veritas / LP2A, Pleasanton, CA*****Plan Review Engineer***

Kathy was responsible for reviewing plans for various Cities such as Cupertino, Palo Alto, Los Altos, Dublin, Walnut Creek, Los Gatos and Downey. The scope of reviews included residential and commercial plans mainly for Structural compliance and some Life-Safety, Plumbing, Mechanical and Electrical, Title 24 Energy and T-24 Accessibility.



# Yousef S. Marmosh, P.E.

## Mechanical and Plumbing Review

### Experience

40+ years

### Education

University of Technology, Cairo, Egypt  
B.S. Mechanical Engineering (power)  
1966

### Registration

Registered Mechanical Engineer,  
California No. M22249

### Affiliations

AMA Member  
Sydicate of the Engineering  
Professions, Cairo  
ASHRA Member

### Executive Summary

Yousef Marmosh is a Registered Professional Engineer with more than 40 years of experience in a broad range of design and engineering of buildings mechanical systems for a verity of commercial, institutional, correctional, educational, industrial, medical facilities, power plants and water transmission systems. He also has extensive expertise in directing design development of construction documents and construction administration through systems startup and commissioning and setting up maintenance management systems.

### Selected Project Experience

#### **4LEAF, Inc.**

##### *Plan Review Engineer*

##### **2014-Present**

Yousef recently joined 4LEAF in April of 2014 as a Plan Check Engineer. Yousef will help in the management and performance of plan review for of 4LEAF's plan review clientele and assists in the development of 4LEAF'S Structural Engineers and Non-structural review staff.

#### **MET California Group LLC.**

##### **Engineering Consultants**

##### *Principal Engineer*

##### **2012-2014**

Yousef was the consultant's Principal Engineer. He was responsible for supervising all aspects of design of HVAC, plumbing, energy conservation, steam systems and fire protection systems from initial design to project completion, final shop drawings, and project punch list. He also provided engineering services to a variety of industries in the area of design, construction management, and facility management.

#### **Kiewit Infrastructure Group**

##### **Consultant from MET California Group**

##### *Quality Control*

##### **2012**

Yousef was the Quality Control Manager for this project. He was responsible for overseeing the quality control process for Crystal Spring water project – coordinating the construction quality control effort with the owner (City of San Francisco), the designers and the inspection group (HDR) through Apex Testing laboratories. The project includes the new potable water pumping plant and piping system from the Crystal Springs reservoir to the City of San Francisco.



# Ana Akin, P.E.

## Plan Review Engineer

### Experience

30 years

### Education

B.S. Civil Engineering

University of California, Berkeley 1978

Structural Drafting Diploma

### Certifications

California Civil Engineer/Land Surveyor  
No. 31399

ICC Certified Plans Examiner

ICC Certified Accessibility Inspector/Plans  
Examiner

### Experience Summary

Ana has more than 30 years of experience providing structural engineering services for a wide variety of residential and commercial projects. A California registered civil engineer and land surveyor, Anna has coordinated all phases of assigned projects from preliminary design to construction. Ana is an ICC Certified Plans Examiner and Building Code Accessibility/Usability Specialist. Her extensive experience has included managing the plan review and permit counter services for several California municipalities.

### Select Professional Experience

#### **4LEAF, Inc. – City of San Mateo**

##### ***On-Site Plan Review Engineer***

Ana is currently performing in-house plan reviews at the City of San Mateo. Ana reviews residential and commercial plans for structural, life-safety, plumbing, mechanical, electrical, Title 24 Energy, and ADA compliance.

#### **4LEAF, Inc. – City of Palo Alto**

##### ***Senior Plan Check Engineer***

Ana is currently performed the role of Senior Plan Check Engineer under the supervision of the Chief Building Official and Deputy Building Official. The scope of in-house plan review included the review of residential and commercial plans for structural, life-safety, plumbing, mechanical and electrical, Title 24 Energy and ADA compliance. In addition, Ana assisted applicants with plan review questions at the Permit Counter. Ana provided several plan check services for the following commercial projects at the City of Palo Alto:

- **Ann Taylor Tenant Improvement(TI)**  
Ana reviewed the plans for the \$375 thousand remodel of 6,800 Ft<sup>2</sup>, including a remodeled mezzanine, new accessible restrooms, new partitions & ceilings, relocation of electrical panels, and new storefront.
- **Skype Tenant Improvement - \$1.1M**  
Ana reviewed phase 2 of Skype's \$1.1 Million tenant improvement for 21,000 Ft<sup>2</sup> of use and occupancy.
- **Stanford University Medical Center**  
Ana reviewed the plans for the 300 SF office conversions to a medical exam room. Improvements included adding an additional electrical outlet and ADA upgraded bathroom.

In addition to the City of Palo Alto, Ana Has also provided Senior Plan Check Engineering Services for the following Cities of Belmont, Burlingame and, Daly City.



# David J. Rashé, CBO, CASp

## Building Official / Plans Examiner

### Experience

27 + years

### Education

Saint Mary's College, Moraga, CA  
Bachelor of Arts; Management

Chabot College, Hayward, CA,  
Associate of Arts; Construction  
Inspection

Chabot College, Hayward, CA,  
Associate of Arts; Architectural  
Technology

California State University, Hayward,  
CA

### Certifications

ICC Certified Building Inspector  
Expires 2/18/2017

ICC Certified Building Plans Examiner  
Expires 2/18/2017

ICC Certified Building Official  
Expires 2/18/2017

ICC Certified Combination Inspector  
Expires 02/18/2017

ICC Certified Combination Inspector -  
Legacy Expires 02/18/2017

ICC Certified Electrical Inspector  
Expires 02/18/2017

ICC Certified Mechanical Inspector  
Expires 02/18/2017

Certified Mechanical Inspector UMC  
Expires 02/18/2017

ICC Certified Plumbing Inspector  
Expires 02/18/2017

Certified Plumbing Inspector UPC  
02/18/2017

ICC Certified Residential Combination  
Inspector Expires 02/18/2017

Certified Access Specialist  
# CASp-213 Expires 6/23/2016

Certified (IS-00100.b, ICS-100),  
IS-00700.a, IS-00800.b  
(2014 FEMA Emergency  
Management Institute)

### Experience Summary

David is a dedicated and proficient code professional with more than 27 years of experience working within Northern California Building Departments. David has held various positions in the building department industry including the positions of Chief Building Official, Permit Center Manager and Program Coordinator. As a Building Official David successfully managed the annual building division budget to include monthly activity and reconciliation and oversaw the daily operations in the Permit Center and the Building Division to include the permit technician, plan review, inspection, code enforcement, and building division administrative support staff.

### Select Professional Experience

#### 4LEAF, Inc.

#### *Building Official, Cambination Building Inspector, Plans Examiner 2016 – Present*

David has recently joined 4LEAF to work in a number of different capacities including Building Official, Plans Examiner, and Building Inspector.

#### City of Livermore, Livermore, California

#### Community and Economic Development Department

#### *Chief Building Official*

#### 2014 – 2016 (Retired)

- Oversaw the daily operations in the Permit Center and the Building Division to include the permit technician, plan review, inspection, code enforcement, and building division administrative support staff.
- Developed and maintained the annual building division budget to include monthly activity and reconciliation.
- Implemented and managed consultant contracts for plan review and inspection services.
- Maintained contract services for providing plan review and inspection services to Sandia National Laboratories; Livermore.
- Solved development related code questions as well as explained city standards and policy questions, while interacting with planning, engineering, housing and inspection.

**EXHIBIT 2**

David J. Rashé, CBO, CASp

- Consulted with architects, engineers, contractors, and property owners regarding proper design and the methods and materials to be used for building construction in the City.
- Coordinated projects with other City departments.
- Maintained accurate up-to-date records of all plan reviews, plans, inspections and construction in the City.
- Made public presentations to City Council, public agencies, business and civic groups and other organizations.
- Maintained the City Building Codes in compliance with latest model codes and State regulations.
- Prepared wrote reports and requests for City Council or staff regarding ordinance changes, and establishment of City policy related to building requirements.

**City of Livermore, Livermore, California****Community and Economic Development Department*****Permit Center Manager*****2004 – 2014**

- Oversaw the daily operations of the Permit Center to include administrative and support staff, permit technicians, planners, engineers, plan reviewers, and inspectors.
- Developed, implemented, and provided sustainability efforts for projects and programs related to customer services and permit streamlining strategies for the Permit Center.
- Coordinated major development projects through the regulatory processes to include planning, zoning, plan review, and engineering.
- Coordinated development projects with architects, developers, engineers, owners, and the general public with interagency teams to facilitate comprehensive reviews.
- Wrote Council staff reports and Resolutions / Ordinances for public policy.
- Prepared Request for Proposals (RFP) for plan review and structural engineering contract services; met with contractors and awarded contracts.
- Reviewed, interpreted, analyzed, and approved design and construction plans, specifications, and reports for conformity to relevant codes, regulations, and policies.
- Prepared budget and other operational reports.

**City of Oakland, Oakland, California - 1989-2004**

- ♦ **Community and Economic Development and Public Works Agencies**  
*Development Process and Program Coordinator*
- ♦ **Community and Economic Development Agency**  
*Process Coordinator III*
- ♦ **Community and Economic Development Agency**  
*Permit Technician*

# Brent Hipsher, CBO, CASp

## Combination Building Inspector / Fire Inspector

### Experience

25 years

### Certifications

DSA CASp # 422

ICC Certified Combination Building Inspector

ICC Certified Building Official

ICC Certified Combination Inspector

ICC Certified Electrical Inspector

ICC Certified Mechanical Inspector

ICC Certified Plumbing Inspector

Fire Inspector 1A-1D & 2A-2D

### Education

California State University, San Jose  
Building Inspection Certificate

College of San Mateo

A.S. Degree Inspection Certificate

A.A. Degree Inspection Certificate

### Professional Affiliations

International Code Council

ICC Peninsula Chapter – Past President

IAPMO Current Chair

IAPMO Research and Testing  
Committee

IAPMO Answers and Analysis

CALBO California Certification  
Committee

### Experience Summary

Brent is a certified Building Official with nearly 25 years of construction related experience; ICC Certified Combination Building Inspector as well as two college certificates in Building Inspection, Construction Management, and has a Certified Access Specialist Certification (CASp #422). Brent has worked with a number of different jurisdictions including the Town of Portola Valley, City of Milpitas, City of Dublin, and the City of Palo Alto where he has served in positions as Building Official, Plans Examiner, and Combination Building Inspector.

### Select Experience

#### 4LEAF, Inc.

##### *Combination Building Inspector/CASp/Building Official*

Brent has recently rejoined 4LEAF as a Combination Building Inspector, Certified Access Specialist, and As-Needed Building Official. Brent has worked with numerous 4LEAF clientele including the cities of Emeryville, Newark, Hollister, Pleasanton, and Fremont to assist with any as-needed building inspections ranging from residential to commercial for all trades.

#### City of San Mateo

##### *Deputy Building Official/Fire Inspector*

For approximately one year, Brent worked at the City of San Mateo in the Building Services division as a Deputy Building Official and Counter Manager where he managed the inspection, plan check, and front counter personnel. Brent also spent several months working with San Mateo Fire as a City Fire Inspector.

#### Kutzmann and Associates

#### City of Palo Alto

##### *Building Inspector/Plans Examiner*

For approximately seven years Brent worked with the City of Palo Alto as a consultant inspector and plans examiner. Initially, Brent worked in the office as a plans examiner and facilitated customer service related to code questions and over-the-counter plan checks at the Building Counter. Previously, Brent has served the City on a number of residential and commercial inspection projects including:

- HP Executive Center
- Arbor Real (250-unit multi-family)
- Tesla

**EXHIBIT 2**Brent Hipsher, CBO, CASp

---

**College of San Mateo*****Associate Professor***

Brent has been a Professor at the College of San Mateo for the past ten years where he has taught various courses in plan reading, construction practices, and building codes. Brent's current curriculum includes the California Residential Code and Non-Structural provisions of the Building Code.

**4LEAF, Inc.****City of Dublin*****Contract Building Inspector***

Brent served the City of Dublin on behalf of 4LEAF for about one year as a contract building inspector. Brent inspected multi-family and commercial projects in conformance with the current California Building Codes and adopted Dublin Municipal Code. At the time, Dublin was one of the fastest growing Cities in the Country and a multitude of construction projects.

**Additional Experience****City of Milpitas, Building and Safety Division****2005-2006*****Plans Examiner*****Town of Portola Valley****1999-2005*****Building Official*****Town of Atherton, Building Division****1995-1999*****Building Official*****City of San Mateo, Community Development Department****1993-1995*****Code Enforcement Officer / Building Inspector***

# Christopher Fowler, CBO, OSHPD A

## Senior Combination Inspector / Inspector of Record

### Experience

25+ years

### Education

AA, Business Administration

### Certifications

OSHPD A

ICC Fire Inspector II

ICC Accessibility Inspector/Plans Examiner

ICC Building Inspector

ICC Building Plans Examiner

ICC CA Building Plans Examiner

ICC CA Combination Inspector

ICC CA Commercial Building Inspector

ICC CA Commercial Combination Inspector

ICC CA Commercial Electrical Inspector

ICC CA Commercial Mechanical Inspector

ICC CA Commercial Plumbing Inspector

ICC CA Residential Building Inspector

ICC CA Residential Electrical Inspector

ICC CA Residential Mechanical Inspector

ICC CA Residential Plumbing Inspector

ICC Certified Building Code Official

ICC Certified Building Official

ICC Combination Inspector

ICC Combination Inspector - Legacy

ICC Commercial Combination Inspector

ICC Electrical Inspector

ICC Mechanical Inspector

ICC Mechanical Inspector UMC

ICC Plumbing Inspector

ICC Plumbing Inspector UPC

Heartsaver AED-CPR

### Professional Affiliations

International Code Council

Southern Nevada Building Officials

Association / World Building Officials

Association-International Code Council

Served on committees for Las Vegas Area

Building and Fire Departments to

amend and adopt the International

Building Codes

### Experience Summary

Christopher Fowler has more than 25 years of senior-level commercial construction project management experience, with special emphasis on LEED educational and governmental buildings. He has extensive knowledge of and experience applying, implementing, and enforcing the International Building Codes. Christopher has complete understanding and proficiency with all major construction methods and procedures including hands-on management experience as both a general and subcontractor representative and overseer. He has provided over seven years of educational training programs in coordination Council and for the college curriculums.

Christopher has knowledge of building codes for local, state and federal ordinances – ICC, UMC, UPC, NFPA, NEC, OSHA, ADA and health regulations. Chris has completed several billion-dollar construction projects including:

- Apple Campus 2: \$6 Billion
- VMware Corporate Campus: \$1.3 Billion
- Correctional Healthcare Care Facility: \$1.2 Billion

### Select Project Experience

#### City of Cupertino

#### Apple Campus 2

#### Lead Project Inspector

Chris is currently the Lead Project Inspector managing the on-site operations of the Project Team. The construction spans nearly 180 acres and approximately 4 million Sq. Ft. of construction. The campus will include a 2.8 Million Sq. Ft. Main Building with subterranean parking, Corporate Fitness Center, Corporate Auditorium, two above grade Parking Structures, Central Utility Plant, and 600,000 Sq. Ft. of Research and Development Buildings. Chris is responsible for the coordination of inspections as well as the final approval on behalf of the Authority Having Jurisdiction. Chris routinely packages milestones for the City's Chief Building Official for approval.



**EXHIBIT 2**Christopher Fowler, CBO, OSHPD A

---

**California Health Care Facility, Stockton, CA*****Senior Inspector of Record***

Christopher served as the Senior Inspector of Record for the \$1.2 billion and 1.2 million square foot correctional healthcare facility on a 144-acre site. The CHCF-Stockton project provides sub-acute medical and mental health care to approximately 2,870 inmate patients of all security levels. Christopher's responsibilities included inspection of civil, ADA compliance, structural, mechanical, pumps, pipelines, plumbing, electrical, fire alarm, fire sprinkler, and site work.

**Arab Emirates, Department of Municipal Affairs of Abu Dhabi, United**

As Independent Contractor, Christopher performed special assignment to ensure that Abu Dhabi's International Buildings Codes were adopted, implemented, and properly applied and enforced throughout the Emirate of Abu Dhabi. Christopher developed effective policies and procedures to establish a consistent and proper level of code administration and enforcement operations. Christopher also developed and provided continued training programs in coordination with ICC and the DMA. Christopher also assisted DMA personnel in Fire/Life safety and accessibility assessments of existing structures.

**County School District, Facilities Division, Las Vegas, NV*****Plans Examiner/ Code Compliance Inspector/ Manager***

As Senior Plan Reviewer/Code Compliance Inspector/ Manager, Christopher's duties included supervising, hiring, planning, training, organizing and evaluating the activities of assigned inspection services personnel to ensure building construction projects were in compliance with all plans, specifications and applicable local, state and federal codes, ordinances and regulations, including change order modifications during the design build phase. Scheduled and monitored all inspections of both new school construction and renovations with annual budget exceeding \$250 million.

Christopher provided knowledge, skill, and expertise in assessing site area, from initial grading through Certificate of Occupancy, including all construction of buildings, building systems, system commissioning and commercial/common area, as well as building surveys of existing structures for fire/life safety issues. Christopher documented observations and assessments both manually and using job progress computerized management tracking programs.

**College of Southern Nevada, Las Vegas, NV*****Adjunct Professor***

As Adjunct Professor in the Building Technology Department, Christopher instructed students in the fields of Commercial and Residential Building, Plumbing, Electrical, and Mechanical Codes.

**Federal Emergency Management Agency (FEMAGCS), New Orleans, LA*****Facility Inspector***

Christopher served on special assignment to provide post disaster school building damage assessment in greater New Orleans following FEMA response and investigation of Hurricane Katrina.



# Lucas Chapman, CBO

## Building Official /Senior Combination Building Inspector

### Experience

36+ years

### Education

A.S. Degree, Building Inspection  
1991 Butte College, Oroville, CA

A.A. Degree, Public Land  
Management, 1973 West Valley  
College, Saratoga, CA

### Certifications

ICC Certified Building Official  
ICC Certified Combination Inspector  
ICC Certified Accessibility  
Inspector/Plans Examiner  
ICC Certified Building Inspector  
ICC Certified Combination Dwelling  
Inspector  
ICC Certified Mechanical Inspector  
ICC Certified Plumbing Inspector  
ICC Certified Plumbing Inspector UPC  
ICC Certified Reinforced Concrete  
Special Inspector-Legacy  
ICC Certified Residential Combination  
Inspector  
ICC Certified Structural Masonry  
Special Inspector  
ICC Certified Structural Steel &  
Welding Special Inspector – Legacy

### Related Course Work

ICC, UBC, CBC, CEC, UPC, UMC,  
UFC, Title 19 Codes, Blueprint  
Reading, Plan Checking, Submittal  
Review, RFO & ASI Review, AWS  
(Welding Inspection CWI), Structural  
Steel Manuals (AISC), ACI (American  
Concrete Institute), ANSI (A117.1)  
ASTM Standards, NFPA 13, 70 & 72,  
OES training, 2013 code update &  
CASp training.

### Experience Summary

For more than 36 years Lucas has worked from Colorado to California as a Building Inspector, Tradesman, Equipment Operator, and Foreman in heavy construction, residential, commercial, underground, high-rises, and road construction. Lucas is experienced with evaluating construction site conditions, maintaining digital photo files, reviewing change orders and plans, RFIs, reviewing project documents and schedules of value payments, attending staff meetings, interacting with design and construction personnel, assisting in problem solving, performing commercial and residential inspections, maintaining daily reports using both field notes and computer logs.

### Select Professional Experience

#### 4LEAF, Inc. - City of Pinole

##### *Contract Supervising Senior Inspector / Interim Building Official*

Lucas is currently serving as the Interim Building Official for the City of Pinole. As Building Official Lucas directs, manages, supervises, and coordinates the activities and operations of the Building and Safety Division within the Community Development Department. Duties include assuming responsibility for implementing City activities related to ensuring compliance with building code standards including plan check, inspections, supervising and performing the more difficult inspections, and approving plans and specifications as necessary.

#### 4LEAF, Inc. - City of Dublin

##### *Contract Supervising Senior Inspector / Interim Building Official*

Lucas served for nearly twelve years as a Contract Supervising Senior Inspector, Capital Projects Inspector, and other duties as assigned by the City of Dublin. Lucas supervised nine inspectors and oversaw the inspection of over 600 million dollars' worth of construction. Lucas traveled from site to site performing inspections, supervising inspectors, and reviewing code issues with contractors on commercial buildings, parking structures, residential, multi-family buildings, and private medical facilities. Lucas reviewed Special Inspection companies, performed plan review, ADA Compliance (T-24), attended staff meetings, organized and runs pre-con meetings, resolved project conflicts and code issues, wrote daily reports, responded to e-mails, provided training for the new California Building Code changes, and

**EXHIBIT 2**

Lucas Chapman, CBO

attended code training classes. Lucas helped oversee the entirety of the City of Dublin's growth and was responsible for such projects as:

- Ulfert's Center
- Persimmon Place
- More than a dozen Multi-Family Complexes
- Water Parks and Community Parks

**Notable Projects while at the City of Dublin**

- Historical Park, moved existing building to a new location in the City of Dublin and reassembled using Historical Code. \$10 million project.
- Solar City Project, involved new structures over parking lots with solar panels and invertor inspection with Chevron. \$25+ million project.
- Aquatic Park with three swimming pools and slides. \$33 million project.
- Three building remodels totaling 20,000 sq. ft. per building for Ross headquarters. \$20 million project.

**Applied Testing Consultants, Chico, CA***Senior Inspector / Inspector of Record***1997-2005**

Lucas served more than seven years as the Senior Inspector/Inspector of Record (IOR) on projects for the State of California at Chico State. Projects included Type I and II construction, the Butte County Court House Expansion, Butte County Jail remodel, Yuba County Security Jail, California Fish and Game Construction of new fish screens/pump stations on the Sacramento River, highway & bridge construction, San Francisco Airport extension, residential and commercial plan review, soils compaction, contractor compliance, daily field reports and weekly meetings. In this position Lucas also sampled concrete, conducted concrete brake tests, did batch plant inspections, and inspections on masonry, metal stud, drywall, interior/exterior finishes, electrical, mechanical welding, roofing, fire sprinkler installation, and ADA compliance.

**Kleinfelder, Inc., Redding, CA***Special Inspector***1995 – 1997**

Special Inspections, field office technician, where Lucas did masonry and concrete observations & sampling, welding inspections, soils compactions, and worked on such projects as the retrofit of the overpass for CalTrans, AC compaction for Highway 5 and the Redding Hospital expansion, reviewed plans and specifications, performed construction observation, contractor compliance, maintained daily field reports and attended construction staff meetings.

**California State University Chico Projects****Yolo Hall (PEII) California State University Chico, CA***Special Inspector and Inspector of Record*

Lucas performed the duties of the Inspector of Record and General Site Inspector, his duties included reviewing contract documents, responding to architectural inquiries, adding or deleting information, posting RFI's and field instructions on current set of As-Builts. \$8 million project.

# Howard W. Conroy, CBO, CASp

## Plans Examiner / Certified Building Official/Building Inspector

### Experience

30+ years

### Education

B.S. Botany/Zoology, Northern Arizona University, AZ, 1976

### Certifications

Certified Access Specialist, Department of  
The State Architect, CASp #429  
ICC Certified Building Official  
ICC Certified Building Code Official  
ICC Building Plans Examiner  
ICC Combination Inspector  
ICC Building Inspector (UBC)  
ICC Mechanical Inspector (UMC)  
ICC Plumbing Inspector (UPC)  
ICC Commercial Electrical Inspector  
ICC Residential Electrical Inspector  
Licensed Contractor, CSLB, B, C61,  
D12, #777274

### Experience Summary

Howard has more than 30 years of experience in the construction industry. Howard has worked as a Building Inspector, Planning Commissioner, General and Specialty Contractor, Building Official, and Project Manager. Howard's diverse background and extensive experience makes him an ideal fit for various types of projects. Howard has a proven track history of ensuring projects are compliant with current codes with a high quality of workmanship.

In addition to his experience, Howard has also served as the President, Education Chairman, and Coordinator for the Central Coast Chapter of ICC and on the Board of Directors for California Building Officials Training Institute (CBOTI).

### Select Professional Experience

#### County of San Luis Obispo Juvenile Hall Project

##### *Inspector Record*

##### **9/2014 - Present**

Howard is 4LEAF's Inspector of Record on a 30 bed detention housing facility with support spaces to an existing 45 bed juvenile hall facility three new buildings and an exterior covered walkway providing approximately 22,800 square feet of additional new housing, recreation yard, classrooms, mental health treatment rooms and offices, training/conference rooms, indoor multi-purpose/recreation, and administrative/teachers office space. The new maximum security housing facility will be a single story building with approximately 7,920 square feet of living space, with 20 single occupancy sleeping rooms. This new housing wing will also include a large day room to be used for eating meals and activities, and (2) Counseling Interview Rooms.

#### San Benito County

##### *Building Official*

##### **2013-2014**

Howard served as the Building Official for San Benito County for approximately one year. Howie was responsible for managing building inspection, plan review, code enforcement, and counter

**EXHIBIT 2**Howard W. Conroy, CBO, CBCO, CASp

---

administration. In addition, Howie routinely performed plan review and inspections on projects throughout the County and attended Board meetings as the representative of the Building Division.

**City of Santa Maria*****Building Inspector II*****2008-2013**

As a Building Inspector for the City of Santa Maria, Howard was responsible for residential and commercial building inspections and plans examining. Howard worked on various projects throughout the City including a Mobile Home Park Inspection Program as the Lead Inspector and a Neighborhood Stabilization Program as the Construction Coordinator.

**JAS Pacific*****Building Inspector/Code Enforcement Officer*****2007-2008**

Howard worked as a building inspector and code enforcement officer for several projects for the company including the Cities of Grover Beach, Guadalupe, Huron, Pismo Beach, and Arroyo Grande. Howard conducted both residential and commercial building inspections as well as plans examining and code enforcement.

**City of Atascadero*****Building Inspector*****2006-2007**

Howard conducted both residential and commercial building inspections.

**City of Grover Beach*****Planning Commissioner*****2002-2004****General and Specialty Contractor*****Owner*****1998-2006**

As the owner of this Company, Howard was responsible for the supervision of employees and sub-contractors. His duties included project management and coordination and ensuring code compliance.

**County of San Luis Obispo*****Property Appraiser*****1990-1998**

Howard served as the Construction Expert and Property Appraiser for the County of San Luis Obispo. He was also responsible for the training of new employees.

# Chuck Andrews

## Combination Building Inspector

### Experience

20+ years

### Education

University of Phoenix

B.A. Business Administration

A.A. Degree in Aircraft Maintenance

U.S. Marine Corp

### Certifications

ICC Certified Commercial  
Building Inspector

ICC Certified Commercial  
Mechanical Inspector

ICC Certified Commercial  
Plumbing Inspector

ICC Certified Commercial  
Electrical Inspector

ICC Certified Residential  
Building Inspector

ICC Certified Residential  
Mechanical Inspector

ICC Certified Residential  
Plumbing Inspector

ICC Certified Residential  
Mechanical Inspector

General Building Contractors License  
#875541

Lead-Based Paint RRP Certificate

### Experience Summary

Chuck is a Certified Combination Inspector through the International Code Council with more than twelve years of construction experience. Prior to joining 4LEAF, Chuck owned and operated a successful contracting firm that specialized in commercial projects ranging in valuation from \$200,000 to \$500,000 in California and Nevada. Chuck is one of 4LEAF's Lead Inspectors for the Apple Campus 2 Project on behalf of the City of Cupertino.

### Select Professional Experience

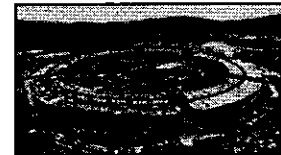
#### 4LEAF, Inc.

#### *Lead Project Inspector*

#### **2015 - Present**

Chuck is one of three Lead Project Inspectors for the Apple Campus 2 project on behalf of 4LEAF for the City of Cupertino. This project is more than \$5 billion and is considered the largest private development in the United States. The project includes:

- **Main Building** – The Main Building will accommodate up to 12,000 employees and comprises approximately 2.8 million sq. ft. It is located and designed to minimize the visual impact on adjacent residential neighborhoods and to enhance the existing deep landscape setbacks at the periphery. Campus amenities will include a striking restaurant within the Main Building and 2,300 spaces of below grade parking.
- **Corporate Fitness Center** – Comprising approximately 100,000 sq. ft.
- **Corporate Auditorium** – Comprising approximately 120,000 sq. ft. and will hold up to 1,000 people.
- **North and South Parking Structures** – Two above-grade parking structures of approximately 6,000 spaces.
- **Central Utility Plant** – Integrated parking structure and serves all buildings on the Main Building site.
- **Phase 2 Research and Development Buildings** – 600,000 sq. ft. of office, research and development and two separate above ground parking garages.



**EXHIBIT 2**Chuck Andrews

---

**A Squared Construction***Owner/Construction Manager***2004-2015**

Chuck was the Owner and Construction Manager of his own Company A-Squared for more than ten years performing work throughout Northern California/East Bay. Chuck performed all functions of the job including the coordination of inspections, approvals, permits, etc. Chuck administered the contracts, subcontracts, schedules, and developed programs to maintain construction quality control to ensure projects were completed on schedule, within budget, and according to company and client specifications.

**City of Livermore, CA***Police Officer***2001-2004**

Chuck served the City of Livermore as a Police Officer for four year where he was tasked to maintain order, respond to emergencies, protect people and property, and enforce the motor vehicle and criminal law. Chuck had many responsibilities including testifying in court, present evidence at trials, and interview principles and eye-witnesses.

**United Airlines, Oakland, CA***Supervisor/Airplane Technician***1997-2001**

For four years Chuck worked on Boeing 747 and 777 aircrafts where he interpreted specifications, blueprints, and job ordered and constructed templates for workers. He routinely recommended and initiated personnel actions, such as employment, performance evaluations, promotions, transfers, discharges, etc.

# Devon Braaten

## Combination Building Inspector

### Experience

20+ years

### Education

Manteca High School, Manteca, CA

Lindbergh School Computer Technology,  
Manteca, CA

Modesto Junior College, Modesto, CA

CLC Vocational Center, San Rafael, CA  
Advanced Inspector Training Center,  
Anaheim, CA

### Certifications

U.S.A.C.E Construction Quality Manager  
Certification

ICC Certified Electrical Inspector IEC -  
5098625-E5

ICC Certified Mechanical Inspector IMC -  
5098625-M5

ICC Certified Mechanical Inspector UMC  
-5098625-44

ICC Certified Plumbing Inspector IPC -  
5098625-P5

ICC Certified Plumbing Inspector UPC -  
5098625-34

ICC Certified Building Inspector -  
5098625-B5

ICC Certified Combination Inspector-  
5098625-ICC/UBC

ICC Certified Spray Applied Fireproofing-  
5098625-88

ICC Certified Reinforced Concrete  
Special Inspector - 5098625-47

ICC Certified Prestressed Concrete  
Special Inspector - 5098625-92

ICC Certified Structural Masonry Special  
Inspector- 5098625-84

ACI - Concrete Field Testing Technician-  
Grade 1 Pacific Nuclear - Compaction  
Testing Soil / AC

O.S.H.A Safety Certified  
Radiographic Testing (RT) assistant  
certified

### Experience Summary

Devon has extensive construction experience in multiple disciplines with in-depth trade and product knowledge. He has more than 20 years of experience within the trades, 13 of which served as a Certified Building Inspector / Code enforcement Officer, and Quality Control Specialist. As a Combination Building Inspector Devon has been instrumental in providing inspection, code enforcement, plans examination and field support in many different cities working privately, as well as for local jurisdictions, including cities of Livingston, Tracy, Patterson, Los Altos, and the County of Santa Clara. Devon inspected projects from as small as single-family dwellings to as large as high-profile crime labs, luxury condo's, bridges, schools, hospitals and museums. Prior to being a building inspector Devon worked as Special Inspector.

### Select Professional Experience

#### 4LEAF, Inc. (City of Tracy, CA)

#### *Combination Inspector*

#### **2015 - Present**

Devon is currently serving the City of Tracy on behalf of 4LEAF performing combination building inspection services on numerous commercial projects including various warehouses that includes the likes of Amazon. Devon is utilized for his commercial experience and impeccable record keeping.

#### West Coast Code Consultants

#### *Chief Building Official, City of Livingston, CA*

#### **2014 - 2015**

Performed supervisory and administrative duties in planning and coordinated the operation of the Building Department Division, which included complex technical duties enforcing construction codes to ensure public safety and health. Performed all inspections, code enforcement, building abatement, and plan review.

#### Construction Materials Testing

#### *Combination / Special Inspector*

#### **2012 - 2014**

Reinforced concrete soils structural and combination inspection of variety of projects.

**EXHIBIT 2**Devon Braaten

---

**Construction Testing & Engineering, Inc., Sacramento, CA***QC Manager / Specialist & Combination Inspector***2010 - 2012**

Mechanical, Electrical and Plumbing Inspections including observation / verification of compliance with the contract documents and applicable Building codes.

**Consolidated Engineering Labs, San Ramon, CA***Senior Resident Inspector / QC Specialist / Combination Inspector***2008 - 2009**

Resident Inspector on very high-profile projects; the \$750 million Honua Kia luxury Hotel, \$700 million DeYoung Asian Art Museum, Golden Gate Park S.F., \$450 million, Santa Clara County Crime Lab, Lawrence Livermore National Laboratories, and Waste Water Treatment Plants.

**4LEAF, Inc., Pleasanton, CA***Inspector II / Combination Inspector / Code Enforcement Officer***2007 - 2008**

Provided code compliance inspections for the City of Tracy and City of Patterson, on long list of various projects to verify structural building, mechanical, electrical and plumbing was in accordance with the corresponding building codes and contracted documents.

**Construction Testing and Engineering, Inc., Tracy, CA***QC Specialist / Inspector II***2003 - 2007**

Responsible for documenting compliance with specifications, plans, and codes for numerous projects throughout California.

**Consolidated Engineering Labs, Pleasanton, CA***QC Specialist / Inspector I***2001 - 2003****CLC San Rafael, CA***Vocational Training***2000 - 2001****LTM Formworks, San Leandro, CA***Carpenter / Laborer***2000 - 1997**

General construction suspended concrete, formwork, and carpentry, operation of forklift and other equipment, demolition, and various other duties.



---

# Gib Moush, FPE

## Fire Protection Engineer / Plans Examiner

---

**Experience**

15 years

**Education**

BS, Mechanical Engineering  
Louisiana State University

**Certifications**

Registered California Professional  
Engineer, Fire Protection Engineering

**Experience Summary**

Gib has more than 15 years of engineering experience, 10 of which have been in Fire and Life-Safety. He is a certified Professional Engineer in Fire Protection Engineering in the state of California, and holds a Bachelor of Science degree in Mechanical Engineering from Louisiana State University.

Gib has supervised the engineering of fire alarms for high rise buildings which have included residential, commercial and multi-occupancy structures. He has designed voice evacuation, smoke control, fire department communications and central command centers. He has also designed special water-based suppression water mist systems.

Gib's experience as a designer and fire plan reviewer gives him a unique understanding of code compliance through the eyes of a designer.

---

**Select Project Experience****County of Santa Clara, Facilities and Fleet / City of Gilroy*****Fire Plans Examiner***

Gib has been assisting the County of Santa Clara Facilities and Fleet Division and City of Gilroy through 4LEAF with various fire reviews including Sprinklers, Alarms, etc. per the 2010 California Fire Code. Gib works in-house at the City of Gilroy one day per week. With the County, Gib has performed a collection of large fire reviews including:

- Main Jail North Fire Panel Replacement
- Malech Road Water Supply
- San Jose Downtown Health Center
- The San Antonio Valley Maintenance Facility
- VMC Receiving and Support Center

**Livermore Pleasanton Fire Department*****Fire Plans Examiner***

Gib has been assisting the Livermore Pleasanton Fire Department through 4LEAF with various fire reviews including Sprinklers, Alarms, etc. per the 2010 California Fire Code. Gib has completed more than fifty projects including several fire reviews for the Paragon Outlets in Livermore and the new retirement community in Pleasanton.

**St. Joseph's Parrish, Rio Vista, CA*****Senior Plans Examiner***

This 15,000 square foot church in Rio Vista is an occupancy classification B, Type V-B, fully sprinklered structure. Gib completed the fire alarm review using the 2010 California Fire Code, the 2010 California Building Code and all applicable NFPA Codes and Standards.

**Section 3: Professional Services Fees**

	<b>4LEAF, Inc.</b>
Structural Engineer	\$120.00
Civil Engineer	\$120.00
Plan Review Engineer	\$120.00
Building Official	\$135.00
Plan Reviewer	\$90.00
CASp Plan Reviewer/Inspector	\$155.00
Fire Plan Reviewer/Inspector	\$155.00
OSHDP 3 Plan Review/Certification	\$120.00
Certified Floodplain Manager	\$135.00
Combination Inspection	\$95.00
Permit Technician	\$65.00



## **Section 4: Firm Capabilities**

### **Plan Review**

**4LEAF plan reviews approximately 2,000 plans each year** and has the depth of experience in providing consultant services on a variety of projects. Our project history includes City/County owned properties, laboratories, military projects, transportation projects, office buildings, criminal justice facilities, health care facilities, and high-profile Type B commercial construction projects. Our project history includes:

- Wynn Casino, Everett, MA – (\$2.1 Billion)
- Administrative Office of the Courts – (\$200 Million)
- City of Cupertino – Apple Campus 2 Parking Garages (\$130 Million)
- City of Livermore – Fire/Building Reviews for Paragon Outlet Mall – Phases 1 & 2 (\$100 Million)
- County of Stanislaus – County Jail Buildings 1, 2, and 3 (\$90 Million)
- City of Cupertino – Main Street Cupertino (\$300 Million)
- County of Calaveras – Adult Detention Facility and Administration Building (\$68 Million)
- City of East Palo Alto – University Plaza (\$65 Million)
- City of Pleasanton – Clorox Campus (\$60 Million)
- City of Palo Alto – College Terrace (\$50 Million)
- City of Dublin – Ross Headquarters (\$50 Million)
- Tuolumne County – Juvenile Detention Center (\$35 Million)
- County of Alameda G5A – Ashland Youth Center (\$34 Million)
- City of Palo Alto – Stanford Hospital Parking Garage and Visitors Center (\$32 Million)
- City of Palo Alto – Park Blvd, Park Plaza (\$30 Million)
- City of Monterey – Conference Center Renovation (\$25 Million)
- City of Pleasanton – BRE Multifamily (\$25 Million)
- City of Palo Alto – VMware (\$125 Million)

### **Project Inspection**

**4LEAF is the Northern California's leader in Project Inspection Services.** Here is a list of our recently completed or in-progress commercial projects:

#### **Building Projects**

- Apple Campus 2 (\$6 Billion)
- VMware (\$1.3 Billion)
- CDCR (\$800 Million)
- Taube-Koret CJL (\$350 Million)
- UC Merced Phase 1 (\$350 Million)
- California Dept. of Parks and Recreation (DPR) (\$250 Million)
- St. Joseph's Hospital, Stockton, CA (\$120 Million)
- BART Dublin Station, Dublin, CA (\$116 Million)
- Lawrence Berkeley National Lab CRTF (\$115 Million)
- Los Angeles Downtown Park (\$100 Million)
- Stockton Ball Park and Arena (\$100 Million)
- Calaveras County Jail (\$68 Million)
- Downtown Health Center, Santa Clara County (\$50 Million)

#### **Public Works Projects**

- Apple Campus 2 (\$6 Billion)
- Clark County I-215 Interchange (\$50 Million)
- Amtrak Extension, Sac RT (\$40 Million)
- America's Cup Marina (\$25 Million)
- Richmond Field Station (\$25 Million)
- Yosemite Slough, Candlestick Pt. (\$14 Million)
- PG&E Gas Pipeline Replacement (\$10 Million)
- Downtown Burlingame Utilities (\$8 Million)
- W. Sacramento Capitol Ave (\$7 Million)
- W. Sacramento Tower Bridge (\$6 Million)
- Auburn Blvd, Citrus Heights (\$5 Million)
- City of Cotati Train Depot (\$1.7 Million)
- City of Walnut Creek Streetscape (\$TBD)



## **Plan Review Services**

4LEAF will provide plan review for any and all types of structures to ensure compliance with all adopted codes, local ordinances (including Tier 1 of Cal Green, if required) and state and federal laws that pertain to Building and Safety, and for compliance with the adopted International Code Council (ICC) Building, Plumbing, Electrical, Mechanical, National Fire Protection codes and standards, and the Accessibility and Noise and Energy Conservation requirements as mandated by the State of California Title 24, State of California Water Efficient Landscape Ordinance, the State of California Certified Access Specialist (CASP) compliance, and all other applicable ordinances. ***Types of projects we provide these services for include; Single-Family Dwellings, Multi-Family Dwelling Units, Commercial, and Industrial.***

### **On-Site Review Work Plan**

4LEAF can supply Registered Professional Engineers to the City of Stockton to work on-site performing structural plan review and non-structural reviews at the Jurisdiction's discretion. 4LEAF currently supplies on-site review to such Municipalities as:

City of Palo Alto  
City of San Mateo  
City of Livermore  
City of Pleasanton  
Livermore/Pleasanton Fire Dept. (LPFD)  
City of Roseville

Aerojet, Folsom, CA  
County of San Joaquin  
City of East Palo Alto  
City of Hollister  
City of Gilroy  
City of Sacramento

### **Off-Site Review Work Plan**

4LEAF is able to work effectively with design teams and assist Public Works, Planning, Fire, and Building Departments in the construction, rehabilitation, and repair of both public and private projects. Our experience includes checking for compliance with the structural, life-safety, accessibility, plumbing, mechanical, electrical, fire, and local codes/ordinances.

### **Approach**

We understand that specific building plan review responsibilities will include, but are not limited to:

- Examining plans, drawings, specifications, computations documents, soils reports, and any additional data;
- Ascertaining whether projects are in accordance with applicable building and fire codes, and City ordinances, including but not limited to Title 24 and Title 25;
- Performing such reviews as, structural, MEP, green building, fire and life safety, grading and drainage;
- Reviewing plans to ensure conformity to the required strengths, stresses, strains, loads, and stability as per the applicable laws;
- Reviewing plans to ensure conformity with use and occupancy classification, general building heights and areas, types of construction, fire resistance construction and protection systems, means of egress, accessibility, structural design, soils and foundations; and masonry;
- Providing additional plan review services as requested by the City;
- Conducting all plan review at the City Department or, as needed, at a site mutually agreed upon in writing and;
- Supplying all plan review staff with all code books and other basic professional references.



## **4LEAF Plan Review QA/QC Process for all Reviews**

### **Task 1 – Project Tracking Set-up**

The first step of our process will be to set up the project in our system to enable 4LEAF and the City of Stockton to track the progress of the review. Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal.

### **Task 2 - Complete Submittal Review**

Upon receiving the plans from the City, 4LEAF will triage (preliminary plan review performed by 4LEAF plan review project lead) the submittal to verify that the submittal received is complete (i.e., all pertinent plans, calculations, reports, and other related documents) in order that we can begin our review. If the submitted package is incomplete, we will communicate with the City to discuss the deficient documents needed to proceed with our review.

### **Task 3 - Plan Review Assignment**

After the triage process is performed and a complete package is verified, the project will be assigned to the most qualified Plans Examiner and a turnaround time will be established. We will log each application into our database the same day the plans are received to assure that they are routed in a timely manner and to allow for daily project tracking.

### **Task 4 - Plan Review**

4LEAF will provide the project contact (Developer, Contractor, Architect, or Engineer) desired by City of Stockton with a list of any items needing correction and clarification to comply with applicable building codes, ordinances, and regulations. A correction list will be created based on the missing codes and ordinances.

### **Task 5 - Quality Control**

Prior to submitting the plan review correction list to the City, the designated plan review project lead will review the correction list for adherence to applicable codes and ordinances as well as for accuracy and completeness. After completion of our quality control review a correction list will be e-mailed to a designated staff member at the City of Stockton or as directed by the City of Stockton. The correction list and a 4LEAF transmittal form will include the following information: a description of the work, type of construction, occupancy group, square footage, number of floors, and sprinkler requirements.

### **Task 6 - Plan Review Rechecks**

Plans received for rechecks will be reviewed for conformance. Our goal is to actively work with the designers to resolve all unresolved issues after our second review. If it appears that there are complicated issues that might cause a project to go beyond our second review, we will communicate directly with the designer to resolve these concerns.

### **Task 7 - Project Approval**

Once the final plan reviews are completed and ready for approval, 4LEAF will organize the plans and supporting documents per the City of Stockton processing requirements and return them to the City, along with our letter of completion.



## Turn-Around Times

4LEAF has a tremendous reputation for completing projects on-time and under budget. 4LEAF's plan review team is widely recognized for quick turn-around times and prompt service. We have provided some elaborate examples in our Experience and Reference section - please read through our project examples and contact our references to learn about our abilities and commitments to our clients. Off-site plan reviews are performed at our office, with plans transmitted by personal delivery or overnight service. The standard turn-around time is within 10 business days for residential plan reviews and within 10 days for commercial/industrial plan reviews; however, these timeframes are negotiable based on your needs. **4LEAF also provides Fire Plan Review services.**

Type of Plans	Transportation	Initial Review	Subsequent Review	Expedited Service
Residential	<24 Hours (pick up & delivery by 4LEAF staff)	<10 Days	<5 Days	Negotiable per project
Commercial	<24 Hours (pick up & delivery by 4LEAF staff)	<10 Days	<5 Days	Negotiable per project
Large Commercial >15,000 Sq. Ft.	<24 Hours (pick up & delivery by 4LEAF staff)	Negotiable	Negotiable	Negotiable per project

***Larger complex plan reviews can be negotiated to achieve the best possible pricing. 4LEAF has a proven track record of working with municipalities to provide expedited reviews with special discounted pricing when applicable.***

Pick-up of all plans will be performed by 4LEAF staff within 24 hours of the City's phone call or e-mail. 4LEAF prefers to pick-up and deliver the plans in person in order to communicate any information that may be pertinent to the project and maintain a consistent communication. 4LEAF staff will transport the plans to and from the City upon a phone call to the 4LEAF office or a simply e-mail for "pick-up" to [pickup@4leafinc.com](mailto:pickup@4leafinc.com). Pick-ups are at no additional cost.

### Document Control and Electronic Plan Review

When plans and documents are received for review, 4LEAF's Plan Review Manager and Document Control Technician analyzes the project, creates a job number, and completes a Job Setup Sheet. This form highlights both jurisdiction and project specific design criteria and notes applicable contact information. Jobs are transmitted through 4LEAF's easily accessed EZPlan Review portal which tracks initial and subsequent reviews and is open for view by the customer. The City and their customers can view 4LEAF's plan control log through **EZPlan Review Portal**.



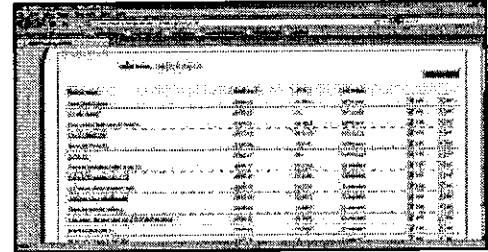
Plans then get distributed for review to a 4LEAF team consisting of a Plan Review Engineer or Architect (a licensed state professional) and/or an ICC Certified Plans Examiner, as applicable. Our staff then performs his or her function of analyzing the plans and documentation for effective conformance to the California Codes, referenced construction standards, and City amendments. Code review methodology entails "The Effective Use

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**EXHIBIT 2**

of the CBC" reinforced through proprietary and jurisdictional checklists. When complete the Plan Review Manager overviews the project for quality control purposes and forwards comments or approvals to the pre-designated contacts.

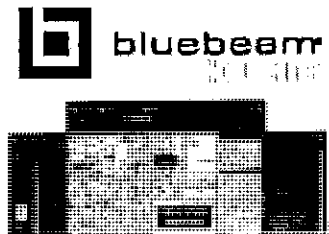
**4LEAF's EZPlan Review**

- Structural & Non-Structural Guidelines and Checklists
- Specialized Spreadsheet  
Web-Based  
(EZPlan Review)

**Electronic Plan Review**

4LEAF is a green company and has the capability to receive and review electronic plans (pdf format) utilizing both Adobe Acrobat Pro and Bluebeam.

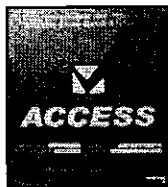
4LEAF has successfully implemented and used Blue Beam for electronic review of files to help eliminate the use of paper and take the plan review workflow to a whole new level. 4LEAF's offices are equipped with large scale monitors for easy review of plans. Bluebeam Revu combines powerful PDF editing, markup and collaboration technology with reliable file creation.

**Structural Only Review**

Upon request, 4LEAF will perform "structural only" reviews for the City. 4LEAF can communicate directly with the designers via email, in-person meetings, and through our EZ Plan Review system. 4LEAF prefers PDF files for "structural only" reviews which allow several different Structural Engineers to review plans together should there be design related questions. The majority of 4LEAF's plan review engineers have a design background and work well with project designers.

**Certified Access Specialist (CASp)**

4LEAF has seven Certified Access Specialists on staff. We have performed CASp inspection and plan review projects and have consulted on numerous construction projects for accessibility questions and advice.



CASp Inspector	Certification No.	Expiration
Jerry Thome	CASp-104	09/14/2018
Frank Rainone	CASp-410	12/10/2019
Mike Anderson, P.E.	CASp-328	09/22/2019
Howie Conroy, CBO	CASp-429	07/31/2018
David Rashé, CBO	CASp-213	06/23/2019
Scott Wungluck	CASp-560	04/29/2017
Brent Hipsher, CBO	CASp-422	04/12/2018
William Holl, AIA	CASp-509	12/6/2019

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK**EXHIBIT 2****Inspection Services**

4LEAF maintains the largest database of qualified inspectors of varied qualifications. Inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF's inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections. **4LEAF can provide interim or full-time inspectors same-day or within one business day.**

We maintain an on-call database for as-needed requests with our clients. 4LEAF utilizes this service for more than 75 municipalities. Below is a snapshot of our database.

Monthly Inspection Assignment Schedule

	W.C.	GR	EPA	Dev	Base	Hollister	Apple	Sal	North	Mod	San Jose	Dublin	VAL	Ala	Uth	Brantwood	Sec	Tiburon	LBL	Fols	UPD	Plan	Tracy	Aero	Daly	Sac	PA	
1-Jan																												
2-Jan	MEP/WO/AM/MP					OFF	GI/MO/TE	10				EP	JB/KB	8	DS	MK	RO/L/BA	DN	MJ	MK	RS/PG			JD	LLO	RE	MJ	10
3-Jan	MEP/WO/AM/MP					OFF	GI/MO/TE	10	DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
6-Jan	MEP/WO/AM/MP					OFF	GI/MO/TE	10	DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
7-Jan	MEP/WO/AM/MP	JC				OFF	GI/MO/TE	10	DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
8-Jan	MEP/WO/AM/MP	JC				OFF	GI/MO/TE	10	DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
9-Jan	MEP/WO/AM/MP	JC/GM				OFF	GI/MO/TE	10				EP	JM	8	DS	MK	RO/L/BA	DN	MJ	MK	RS/PG			JD	LLO	RE	MJ	10
12-Jan	MEP/WO/AM/MP	DN				OFF	GI/MO/TE	10											MJ	MK	RS/PG			JD	LLO	RE	MJ	10
13-Jan	MEP/WO/AM/MP					OFF	GI/MO/TE	10	JM										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
14-Jan	MEP/WO/AM/MP	JC				OFF	GI/MO/TE	10	JM/DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
15-Jan	MEP/WO/AM/MP					OFF	GI/MO/TE	10	JM/DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
16-Jan	MEP/WO/AM/MP	JC/GM				OFF	GI/MO/TE	10				EP		8	DS	MK	RO/L/BA	DN	MJ	MK	RS/PG			JD	LLO	RE	MJ	10
19-Jan																												
20-Jan	MEP/WO/AM/MP				RST	OFF	GI/MO/TE	11	JM/DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
21-Jan	MEP/WO/AM/MP	MM				OFF	GI/MO/TE	11	JM/DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
22-Jan	MEP/WO/AM/MP					OFF	GI/MO/TE	11	JM/DN										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
23-Jan	MEP/WO/AM/MP	MM			ME/RST	OFF	GI/MO/TE	11	JM										MJ	MK	RS/PG			JD	LLO	RE	MJ	10
26-Jan	MEP/WO/AM/MP	JC				RST	OFF	GI/MO/TE	11	JM									MJ	MK	RS/PG			JD	LLO	RE	MJ	10
27-Jan	MEP/WO/AM/MP	MM				RST	OFF	GI/MO/TE	11	JM									MJ	MK	RS/PG			JD	LLO	RE	MJ	10
28-Jan	MEP/WO/AM/MP					RST	OFF	GI/MO/TE	11	JM									MJ	MK	RS/PG			JD	LLO	RE	MJ	10
29-Jan	MEP/WO/AM/MP	MM				RST	OFF	GI/MO/TE	11	JM									MJ	MK	RS/PG			JD	LLO	RE	MJ	10
30-Jan	MEP/WO/AM/MP	MM				RST	OFF	GI/MO/TE	11										MJ	MK	RS/PG			JD	LLO	RE	MJ	10

Key  
White = Filled  
Yellow = Needs staff  
Green = No Request  
Black = Closed/Holiday  
Gray = No Fill  
Blue = Sick

**Inspection Options****Periodic Inspection Services → Available Next Day**

4LEAF can fulfill inspection requests immediately upon request including same day. 4LEAF has a wealth of local and available inspectors ready to serve the City of Stockton. In addition, 4LEAF has a proven track record of providing such services to a number of different building departments.

**Part-Time Inspection Services → Available Next Day**

4LEAF will provide the City with part-time inspectors upon request. 4LEAF can provide part-time staff within 24 hours of request for any duration of time. 4LEAF's Project Manager will work closely with the department to identify the right personnel and determine the appropriate work schedule.

**Full-Time Inspection Services → Available Two Days or Less**

4LEAF can provide full-time inspectors upon request. 4LEAF provides this service regularly to many clients throughout the Central Coast, Sacramento Valley, Peninsula/South Bay, East Bay, and Central Valley.

**Project Specific Inspection Services → Available Two Days or Less**

4LEAF is often tasked with providing inspection services to large projects on behalf of municipalities. 4LEAF currently handles large-scale projects for such clients as the City of Palo Alto, City of Cupertino, etc. These projects are developer funded into a separate City account which is distributed to 4LEAF using a separate invoice and contract number. This is particularly helpful to fast paced projects looking for continuous inspection services over a short period of time (i.e. 6 – 36 Months).





## Building Department Staff Services

4LEAF has a proven track record of providing Building Officials and Permit Technician/Counter staff to jurisdictions throughout California. The 4LEAF pool of talented professionals includes qualified and experienced permit technicians, capable of providing all permit processing and counter services. 4LEAF can deploy such staff on short notice and offers training programs for department staff, if required.

Our staff encompasses the right combination of experience, education and certifications. 4LEAF Permit Technician staff must be experienced and dedicated to serving the public at the Planning and Building Department counter. Typical duties include:

- Accepting Plans for Plan Check
- Verification that Plans are accurate and complete
- Calculate Permit Fees
- Explain ordinances and procedures to owners, contractors, developers, architects, and general public
- Assist with preparation of permit applications
- Receive Plans for Planning and Building permits and route to various agencies (if requested)
- Accept complaints on code violations, process, and record complaints
- Answer telephone for field and office staff
- Process inspection requests
- Maintain files for building permits
- Operate Building Department's computerized information system
- Input variety of information including building permits and inspections
- Complete related duties and responsibilities as assigned by Building Official and Senior staff members

4LEAF has numerous Building Official and Permit/Counter Technicians on staff, many whom are currently assigned to Building Departments throughout the state. All staff will have the materials, resources, tools, and training required to perform the job.

### Building Department Services Placement Schedule

Building Department Staff	Interim	Full-Time
Permit Technician (ICC Certified)	Less Than 2 Days	Less Than 5 Days
Assistant Permit Technician/ Counter Staff	Less Than 2 Days	Less Than 5 Days
Building Official	Less Than 2 Days	Less Than 15 Days

## Public Works Inspection

In addition to building inspection, 4LEAF has an experienced staff that provides public works inspection. Our team has supported numerous projects for on-call construction management and inspection services contracts for clients such as Sacramento Regional Transit District, California State Parks, and numerous municipalities. Our many public works projects include light rail extension projects, water/sewer systems, roadways, and bridges. Our team of qualified public works inspectors is available to the City of Stockton should you have needs in this area.

**4LEAF, INC.**ENGINEERING • CONSTRUCTION MANAGEMENT  
BUILDING INSPECTION • PLAN CHECK

## **Section 5: Insurance Requirements**

4LEAF meets or exceeds the insurance requirements provided in the Request for Proposal. A summary of 4LEAF's Insurance policy is detailed below. The Producer of the Certificate of Insurance is Granite Professional Insurance Brokerage Inc. We have provided our current insurance certificate for the City of Stockton on the following page.

Our insurance includes:

- **Worker's Compensation** - \$1,000,000
- **Employer's Liability** - \$2,000,000
- **Commercial General Liability** - \$2,000,000

**EXHIBIT 2**



**EXHIBIT B**  
**BUREAU VERITAS NORTH AMERICA**

Resolution No. **2017-06-20-1103**

## **STOCKTON CITY COUNCIL**

=====

**RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

Development is cyclical, and during an improving economy the demand for building plan review and inspection services can outpace staffing levels; and

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods; and

On March 29, 2017, a Request For Qualifications (RFQ) for development related Building Plan Check, Inspection and Engineering on-call services was posted to the City's Bid Flash web page in order to develop a pool of qualified firms (PUR 17-001); and

RFQs were reviewed by an evaluation panel consisting of three CDD staff and selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service and total hourly cost rate to the City; and

Four out of the five firms were recommended for the pool as follows: 4LEAF, Inc. Fair Oaks, CA; CSG Consultants, Inc., Sacramento, CA; Bureau Veritas North America, Inc., Sacramento, CA; and West Coast Code Consultants, Inc., San Ramon, CA; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:**


1. The "Professional Services Master Agreement," attached hereto as Exhibit 2 and incorporated by this reference, between the City of Stockton and each of the following firms is hereby authorized and approved for the establishment of a Vendor Pool:
  - a. 4LEAF, Inc. Fair Oaks, CA
  - b. CSG Consultants, Inc., Sacramento, CA
  - c. Bureau Veritas North America, Inc., Sacramento, CA
  - d. West Coast Code Consultants, Inc., San Ramon, CA

Firm qualifications, staffing plans, and standard hourly rates schedules are found in Exhibit 1, which is also attached and incorporated by this reference.

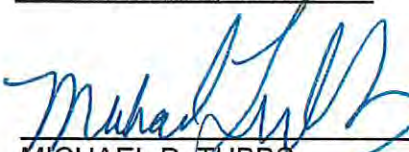
2. The City Manager is hereby authorized and directed to execute the Professional Services Master Agreement with each of the vendor pool firms on behalf of the City of Stockton.
3. The City Manager is hereby authorized to enter into amendments to the Professional Services Master Agreement with each of the firms in the vendor pool in a total amount not to exceed \$480,000 across all vendors.
4. The City Manager is hereby authorized to take whatever actions are necessary and appropriate to carry out the purpose and intent of this Resolution.

PASSED, APPROVED, and ADOPTED June 20, 2017.

ATTEST:

  
BONNIE PAIGE  
City Clerk of the City of Stockton



  
MICHAEL D. TUBBS  
Mayor of the City of Stockton

..title

**AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

..recommended action

**RECOMMENDATION**

It is recommended that the City Council adopt a resolution to authorize the City Manager to:

1. execute a Professional Services Master Agreement with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
  - a. 4LEAF, Inc. Fair Oaks, CA;
  - b. Bureua Veritas North America, Inc. Sacramento, CA;
  - c. CSG Consultants, Inc. Sacramento, CA;
  - d. West Coast Code Consultants, Inc. San Ramon, CA
2. execute amendments to the Professional Services Master Agreement for individual projects in an amount not to exceed \$480,000 across the entire vendor pool; and
3. authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the resolution.

..body

**Summary**

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. Because of this cycle, adding permanent staff to meet the increased demand is not always prudent and can lead to overstaffing when the economy is in decline. The Community Development Department (CDD) is completing multi-year forecasts and staffing to the lowest estimated need in the upcoming years. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as specialized staff availability for unique or very complicated projects.

Therefore, staff recommends Council adopt a resolution to authorize the City Manager to execute a Professional Services Master Agreement with four professional firms as detailed above for an initial three-year term with an option to extend the agreement for

up to two additional one-year periods. Costs associated with the Professional Services Master Agreement are covered by fees collected from each project applicant before plan reviews or inspections are conducted. Compensation under the proposed agreement is limited to a cumulative amount of \$480,000 for all vendors.

## DISCUSSION

### Background

As part of the current fiscal year budget development and adoption, a combination of modest staffing increases and use of consulting services was determined to be the most responsible way to address increasing development activity and increased demand for Building Division activities such as plan check (building, engineering, and backup fire plan check), inspection, counter staffing and flood plain management. This approach avoids over-hiring of permanent staff in response to cyclical development activity by using consultants to augment staffing and procure specialized planning services that would not be economical to provide by hiring permanent specialist staff.

There has been a rapid increase in development project valuation in the City of Stockton over the last several years as the market continued an upward trend that resulted in increased planning and building permit activity and economic growth. Below, by fiscal year, are building permit valuations for recent fiscal years:

- FY 2012-13: \$121 million
- FY 2013-14: \$141 million
- FY 2014-15: \$215 million
- FY 2015-16: \$315 million
- FY 2016-17: \$275 million (Projected)

Permit valuation has largely increased due to the volume, type, and complexity of projects as the economy improves. Although projected valuation for FY 2016-17 is expected to dip from that of FY 2015-16, valuations remain robust. Therefore, the CDD plans to continue to utilize consultants to provide the necessary flexibility to respond to cyclical demand, assist when full-time staff shortages occur, and provide specialized knowledge or training when required.

This affords the department the ability to quickly change the scale and scope of staffing support levels to correspond to workload needs at any time while maintaining high levels of customer service. Fees are collected from the applicant before any plan review, or inspection services are performed. Maintaining a pool of multiple firms provides the department the flexibility to select the appropriate consultant based on the specific project-related work and the availability of staff.

The CDD currently maintains two contracts for on-call services (building inspectors and plan checkers, permit technicians, licensed engineers, and certified building officials). Under the existing contracts 4LEAF invoices to date are \$281,688.23 and CSG invoices

to date are \$260,858.13 (69% expended). Each firm was used based on ability to provide qualified, experienced staff at the time of the City's request. These contracts were originally approved in Fiscal Year (FY) 2015-16 for two years and expire on June 30, 2017. Due to an improving economy and the tightening of the labor pool in specialized building services, having a Professional Services Master Agreement with four consultants will allow the City to provide a better spectrum of services and enable the department to respond to short-term increases in building activity, staff vacancies, and adhere to established timelines, policies, and legal requirements.

### Present Situation

On March 29, 2017, a Request For Qualifications (RFQ) was posted to the City's Bid Flash web page. Five RFQ submittals were received on April 20, 2017, from the following vendors:

- 4Leaf, Inc., Fair Oaks, CA
- Bureau Veritas North America, Inc., Sacramento, CA
- CSG Consultants, Inc., Sacramento, CA
- EsGil Corporation, a SAFEbuilt Company, Loveland, CO
- West Coast Code Consultants, Inc., San Ramon, CA

An evaluation panel consisting of three CDD staff reviewed the submissions and recommended four out of the five. The selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service, and the total hourly rate cost to the City. The pool of consultants will provide additional coverage for City service demands, and to allow a larger pool of selected consultants the opportunity to complete City work.

The Professional Services Master Agreement will apply to all four firms for services over a three (3) year period, on an as-needed basis, with the total aggregate compensation paid to all four firms not to exceed \$480,000 (Exhibit 2 to the Resolution - Professional Services Master Agreement). Each selected firm's statement of qualifications, proposed staffing, and standard rate schedule for services, are included in Exhibit 1 to the Resolution.

Once the Master Agreement is in place, firms can be selected from the pool to perform work specific to each project. Project specific scope of work and fees for professional services will be submitted from the selected firms. Final scope of work and fees will be adopted via an amendment to the Professional Services Master Agreement on a project-by-project basis.

This level of contract capacity will allow the department to adjust resources as necessary to provide high quality, timely work. The CDD continues to implement process improvements while monitoring workload and demand to ensure that full-time and contract staffing levels are appropriately balanced, re-evaluating these needs



annually. Authorizing the City Manager to execute the Professional Services Master Agreement, and establish the pool will allow the CDD to continue to meet service delivery goals in an efficient, timely, and professional manner.

#### FINANCIAL SUMMARY

Funding for the Professional Services Master Agreement is included in the proposed FY 2017-18 budget for \$320,000. The remaining portion of \$160,000 is expected to be appropriated in the FY 2018-19 fiscal year budget and funded from the same account.

FY 2017-18: 048-1830-530.20-66	\$320,000
FY 2018-19: 048-1830-530.20-66	<u>\$160,000</u>
TOTAL	\$480,000

## EXHIBIT E

## EXHIBIT 2

**Insurance Requirements for Professional Services**

*Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.*

**MINIMUM SCOPE AND LIMIT OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the **general aggregate limit shall be twice** the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. **(Not required if consultant provides written verification it has no employees)**
4. **Professional Liability (Errors and Omissions)** Insurance appropriate to the Consultant's profession, with limit no less than **\$2,000,000** per occurrence or claim, \$2,000,000 aggregate. (If Claims-made, see below.)

If the Consultant maintains higher limits than the minimums shown above, the City of Stockton requires and shall be entitled to coverage for the higher limits maintained by the consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Stockton.

**Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions:

**Additional Insured Status**

## EXHIBIT E

## EXHIBIT 2

**The City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers are to be covered as additional insureds** on the CGL policy and AL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (**at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used**).

**Primary Coverage**

For any claims related to this contract, the **Consultant's insurance coverage shall be endorsed as primary** insurance as respects the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers. Any insurance or self-insurance maintained by the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers shall be excess of the Consultant's insurance and shall not contribute with it. The City of Stockton does not accept endorsements limiting the Consultant's insurance coverage to the sole negligence of the Named Insured.

**Notice of Cancellation**

Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to the City of Stockton.**

***Waiver of Subrogation***

Consultant hereby grants to City of Stockton a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City of Stockton by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Stockton has received a waiver of subrogation endorsement from the insurer.

***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the City of Stockton Risk Services. The City of Stockton may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

**Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII if admitted to do business in the State of California; if not admitted to do business in the State of California, insurance is to be placed with insurers with a current A.M. Best's rating of no less than A+:X.

**EXHIBIT E****EXHIBIT 2*****Claims Made Policies***

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. If Claims Made policy form is used, a three (3) year discovery and reporting tail period of coverage is required after completion of work.

***Verification of Coverage***

Consultant shall furnish the City of Stockton with original certificates and amendatory endorsements required by this clause. All certificates and endorsements are to be received and approved by the City of Stockton Risk Services before work commences. Failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City of Stockton reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time, for any reason or no reason.

Consultant shall, prior to the commencement of work under this Agreement, provide the City of Stockton with a copy of its Declarations Page and Endorsement Page for each of the required policies.

***Certificate Holder Address***

Proper address for mailing certificates, endorsements and notices shall be:

- City of Stockton
- Attention: Risk Services
- 425 N El Dorado Street
- Stockton, CA 95202

City of Stockton Risk Services Phone: 209-937-5037

City of Stockton Risk Services Fax: 209-937-8558

***Maintenance of Insurance***

If at any time during the life of the Contract or any extension, the Consultant fails to maintain the required insurance in full force and effect, all work under the Contract shall be discontinued immediately. Any failure to maintain the required insurance shall be sufficient cause for the CITY to terminate this Contract.

***Subcontractors***

*Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that City of Stockton is an additional insured on insurance required from subcontractors.*

## EXHIBIT E

## EXHIBIT 2

***Special Risks or Circumstances***

City of Stockton reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**MEMORANDUM**June 26, 2017

TO: Kurt O. Wilson, City Manager

FROM: David Kwong, Director

**SUBJECT: PROFESSIONAL SERVICES MASTER TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES**

---

On June 20, 2017 the above item was approved by City Council by resolution number 17-06-20-1103. The contents of this item remain the same, of which, no changes have been made since its adoption by City Council. With the action taken by the City Council, the City Manager is authorized to execute the attached document(s).

FOR DAVID KWONG



---

DAVID KWONG, DIRECTOR  
COMMUNITY DEVELOPMENT DEPARTMENT6/26/17  
DATE

DK:mm

Attachments



RECEIVED

City Manager  
Date Received

City of Stockton

City Manager's Office

## CONTRACT ROUTING FORM

Contract Number 2017-06-20-1103 NP

(For Clerk's Use)

RECEIVED
JUL 19 2017
City Clerk
CITY CLERK, CITY OF STOCKTON

## CONTRACT TYPE (select one)

- ☒ Original
 ☐ Amendment/Renewal/Change Order
 ☐ Grant
 ☐ Subdivision Agreement
 ☐ Other

## CONTRACT INFORMATION

Contract Amount: \$480,000

Contract Title: Professional Services Master Agreement to establish vendor pool for on-call Building Plan Check, et al.  
 Vendor/Other Party: 4LEAF, Bureau Veritas, CSG Consultants, West Coast Code Consultants (WC3)  
 Contract Start Date: July 10, 2017 Contract End Date: June 30, 2020 Contract Term: 3-Yrs (2) 1-year ext.

COUNCIL APPROVAL REQUIRED? ☒ Yes ☐ No (provide account # if no)

Council approval required for contracts over \$ 75,000 for FISCAL YEAR: 2017-18  
 Motion/Resolution/Ordinance No: 17-06-20-1103 Must be Attached ☒

## REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):

Business License Required? ☒ Yes ☐ No Business License No. 4LEAF 18 00078218 BV 18 00127671  
 Bonds Required? ☐ Yes ☒ No CSG 18 00114727 WC3 18 00127495  
 Insurance Required? ☒ Yes ☐ No  
 Notary Required? ☐ Yes ☒ No Recordation Required? ☐ Yes ☒ No

## Routing Order

## 1 DEPARTMENT: CDD

DEPARTMENT HEAD APPROVAL [Signature] date: 6/26/17  
 Project Mgr: Mark Martin ext: 8544 Staff: Jobi Adams ext: 8564  
 Forwarded to: Raeann Cycenas on: 6/26/2017 by: Mark Martin

## VENDOR/OTHER PARTY

Signed (2) originals on: 6/16/17  
 Forwarded to: MARK MARTIN on: 6/16/17 by: BUREAU VERITAS

## 2 RISK SERVICES

Insurance approved on: 7-5-17 by: [Signature] Bonds approved on: — by: —  
 Forwarded to: Lori Asuncion / T. JONES on: 7/5/17 by: M. MARTIN RM #: 17-307

## 3 CITY ATTORNEY

Approved as to Form and Content on: 7/8/17 by: [Signature]  
 Forwarded to: Scott Carney on: 7-5-17 by: [Signature]

## 4 CITY MANAGER

Signed by City Manager on: 7/19/17 Forwarded to: Clerk on: 7/19/17 by: [Signature]

## 5 CITY CLERK

City Clerk attested on: 7-24-17 Returned (1) original(s) to dept. on: 7-24-17 by: [Signature]  
 Retained (1) original(s) for City's file. Hard Copy on file? Yes ☒ No ☐ OB # —

## 6 ORIGINATING DEPARTMENT:

Requisition No. — Original sent to vendor on: — by: —  
 Copy of contract to be retained by department. Original on file in the Clerk's office.  
 Copy of contract sent to Purchasing on: — by: —

## 7 PURCHASING: Purchase Order No. PUR No.

2017-06-20-1103 NP



## PROFESSIONAL SERVICES MASTER AGREEMENT

THIS AGREEMENT is entered into this 19 day of July 2017, between the **CITY OF STOCKTON**, a municipal corporation ("City") and **4LEAF, Inc.** a California "C" Corporation whose address is 8896 N. Winding Way, Fair Oaks, CA 95628 and telephone number is (925) 462-5959, ("Consultant"), and **Bureau Veritas North America, Inc.** a Delaware Corporation whose address is 180 Promenade Circle, Suite 150, Sacramento, CA 95834 and telephone number is (916) 725-4200, ("Consultant"), and **CSG Consultants, Inc.** a California Corporation whose address is 1022 G Street, Sacramento, CA 95814 and telephone number is (916) 492-2275, ("Consultant"), and **West Coast Code Consultants, Inc.** a California "S" Corporation whose address is 2400 Camino Ramon Ste. 240, San Ramon, CA 94583 and telephone number is (925) 275-1700, ("Consultant").

### RECITALS

A. Consultant is qualified and experienced in providing on-call building plan review and inspection services, engineering plan review including CASp compliance and OSHPD 3 certification, construction and floodplain management for the purposes specified in this Agreement.

B. City finds it necessary and advisable to use the services of the Consultant for the purposes provided in this Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants and conditions in this Agreement, City and Consultant agree as follows:

1. **Consultant's Services.** Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). Consultant shall provide said services at that time, place and in the manner specified in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2. **City Assistance, Facilities, Equipment and Clerical Support.** Except as set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), Consultant shall, at its sole cost and expense, furnish all facilities and equipment that may be required for furnishing services pursuant to this Agreement. City shall furnish to Consultant only the facilities and equipment listed in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), according to the terms and conditions set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2017-06-20 1103-01 LP



3. **Term.** Consultant shall perform the scope of work as described in in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), which is attached to this Contract and incorporated by this reference. This Agreement shall commence on the date written above and shall expire on June 30, 2020, with option for up to two one-year extensions with a 3% annual increase; provided, however the parties may agree to change either the commencement or expiration date.

4. **Compensation.** City shall pay Consultant for services rendered pursuant to this Agreement not to exceed hourly rates as described more particularly under Professional Services Fees found in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Compensation for services and reimbursable expenses shall be paid in an amount not to exceed Four Hundred Eighty Thousand Dollars (\$480,000.00) total across all consultants. CONSULTANT acknowledges that this amount includes total compensation across four contracts.

a. Invoices submitted by Consultant to City must contain a brief description of work performed, time used and City reference number. Payment shall be made within thirty (30) days of receipt of Consultant's invoice and approved by City.

b. Upon completion of work and acceptance by City, Consultant shall have sixty (60) days in which to submit final invoicing for payment. An extension may

be granted by City upon receiving a written request thirty (30) days in advance of said time limitation. The City shall have no obligation or liability to pay any invoice for work performed which the Consultant fails or neglects to submit within sixty (60) days, or any extension thereof granted by the City, after the work is accepted by the City.

5. **Sufficiency of Consultant's Work.** All reports, drawings, designs, plan review comments and work product of Consultant shall be adequate and sufficient to meet the purposes for which they are prepared.

6. **Ownership of Work.** All reports, drawings, designs, plan review comments, work product, and all other documents completed or partially completed by Consultant in the performance of this Agreement shall become the property of the City. Any and all copyrightable subject matter in all materials is hereby assigned to the City and the Consultant agrees to execute any additional documents that may be necessary to evidence such assignment. All materials shall be delivered to the City upon completion or termination of the work under this Agreement. If any materials are lost, damaged or destroyed before final delivery to the City, the Consultant shall replace them at its own expense. Consultant shall keep materials confidential. Materials shall not be used for purposes other than performance of services under this Agreement and

shall not be disclosed to anyone not connected with these services, unless the City provides prior written consent.

7. **Changes.** City may request changes in the scope of services to be provided by Consultant. Any changes and related fees shall be mutually agreed upon between the parties and subject to a written amendment to this Agreement.

8. **Consultant's Status.** In performing the obligations set forth in this Agreement, Consultant shall have the status of an independent contractor and Consultant shall not be considered to be an employee of the City for any purpose. All persons working for or under the direction of Consultant are its agents and employees and are not agents or employees of City.

9. **Termination for Convenience of City.** The City may terminate this Agreement at any time by mailing a notice in writing to Consultant. The Agreement shall then be deemed terminated and no further work shall be performed by Consultant. If the Agreement is so terminated, the Consultant shall be paid for that percentage of the work actually completed at the time the notice of termination is received.

10. **Non-Assignability.** The Consultant shall not assign, sublet, or transfer this Agreement or any interest or obligation in the Agreement without the prior written consent of the City, and then only upon such terms and conditions as City may set forth in writing. Consultant shall be solely responsible for reimbursing subcontractors.

11. **Indemnity and Hold Harmless.** Consultant shall defend, indemnify, and hold harmless, the City and its officers, agents and employees from and against all claims, losses, damage, injury, and liability for damages arising from, or alleged to have arisen from, errors, omissions, negligent or wrongful acts of the Consultant in the performance of its services under this Agreement, regardless of whether the City has reviewed or approved the work or services which has given rise to the claim, loss, damage, injury or liability for damages. This indemnification shall extend for a reasonable period of time after completion of the project as well as during the period of actual performance of services under this Agreement. The City's acceptance of the insurance certificates required under this Agreement does not relieve the Consultant from its obligation under this paragraph.

12. **Insurance.** During the term of this Agreement, Consultant shall maintain in full force and effect at its own cost and expense the insurance coverage as set forth in Exhibit E – Insurance Requirements for Provisions, and shall otherwise comply with the other provisions of Exhibit E.

13. **Notices.** All notices herein required shall be in writing and shall be sent by certified or registered mail, postage prepaid, addressed as follows:

Consultant:	4LEAF, Inc. Kevin J. Duggan 8896 North Winding Way Fair Oaks, CA 95628	City: City Manager City of Stockton 425 N. El Dorado Street Stockton, CA 95202
-------------	---	---

Bureau Veritas North America  
Craig Baptista  
180 Promenade Ci, Ste. 150  
Sacramento, CA 95834

CSG Consultants, Inc.  
Cyrus Kianpour  
1022 G Street  
Sacramento, CA 95814

West Coast Code Consultants, Inc.  
Giyen Senaratne  
2400 Camino Ramon Ste. 240  
San Ramon, CA 94583

14. **Conformance to Applicable Laws.** Consultant shall comply with all applicable Federal, State, and Municipal laws, rules, and ordinances. Consultant shall not discriminate in the employment of persons or in the provision of services under this Agreement on the basis of any legally protected classification, including race, color, national origin, ancestry, sex or religion of such person.

15. **Licenses, Certifications and Permits.** Prior to the City's execution of this Agreement and prior to the Consultant's engaging in any operation or activity set forth in this Agreement, Consultant shall obtain a City of Stockton business license, which must be kept in effect during the term of this Agreement. Consultant covenants that it has obtained all certificates, licenses, permits and the like required to perform the services under this Agreement.

16. **Records and Audits.** Consultant shall maintain all records regarding this Agreement and the services performed for a period of three years from the date that final payment is made. At any time during normal business hours, the records shall be made available to the City to inspect and audit.

17. **Confidentiality.** Consultant shall exercise reasonable precautions to prevent the unauthorized disclosure and use of City reports, information or conclusions.

18. **Conflicts of Interest.** Consultant covenants that other than this Agreement, Consultant has no financial interest with any official, employee or other representative of the City. Consultant and its principals do not have any financial interest in real property, sources of income or investment that would be affected in any

manner of degree by the performance of Consultant's services under this Agreement. If such an interest arises, Consultant will immediately notify the City.

19. **Waiver.** In the event either City or Consultant at any time waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or of any other covenant, condition or obligation.

20. **Governing Law.** California law shall govern any legal action pursuant to this Agreement with venue for all claims in the Superior Court of the County of San Joaquin, Stockton Branch or, where applicable, in the federal District Court of California, Northern District, Sacramento Division.

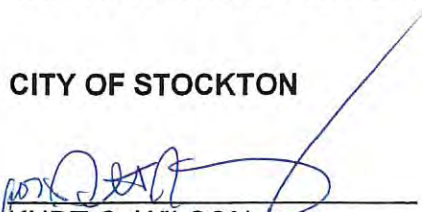
21. **No Personal Liability.** No official or employee of City shall be personally liable to Consultant in the event of any default or breach by the City or for any amount due Consultant.

22. **Exhibits.** All exhibits referred to herein are attached hereto and are by this reference incorporated herein.


23. **Scope of Agreement.** This writing constitutes the entire Agreement between the parties. Any modification to the Agreement shall be in writing and signed by both parties.

THIS AGREEMENT executed the date and year first above written.

**CITY OF STOCKTON**

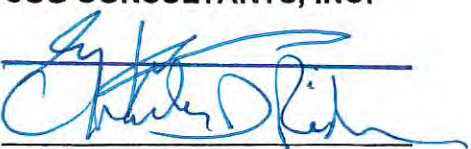
  
KURT O. WILSON  
CITY MANAGER

**4LEAF, INC.**

  
GENE BARRY - VICE PRESIDENT


  
KEVIN J. DUGGAN  
PRESIDENT

**CSG CONSULTANTS, INC.**

  
CYRUS KIANPOUR  
PRESIDENT

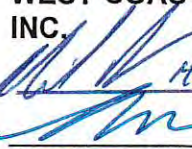
  
Charles D. Rider Sec.

**BUREAU VERITAS NORTH AMERICA, INC.**

  
CRAIG BAPTISTA  
PRESIDENT *Director of operations*


  
Andrea Coley

**WEST COAST CODE CONSULTANTS, INC.**

  
GEYAN SENARATNE  
PRESIDENT

*For Geyan Senaratne*  
*Michael Renner, Regional Manager*  
*CHRIS ROSE - OPS MANAGER*

ATTEST:

  
BONNIE PAIGE  
CITY CLERK



APPROVED AS TO FORM:

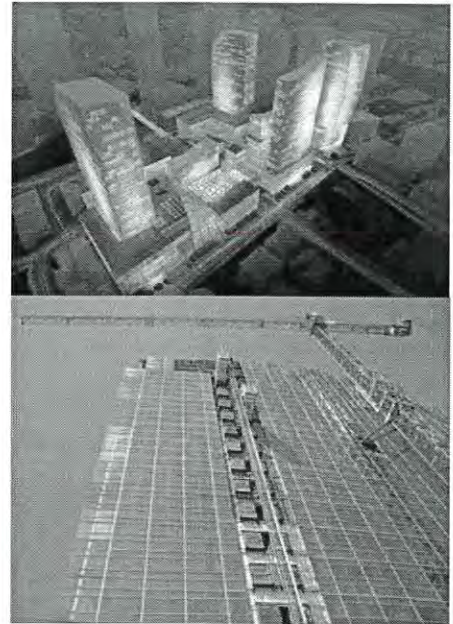


Taryn N. Jones  
Deputy City Attorney

[If Consultant is a corporation  
signature(s) must comply with  
Corporations Code §313.]



**Statement of Qualifications  
for  
On-Call Building Plan Review and  
Inspection Services,  
Engineering Plan Review, and  
Floodplain Management  
Services**



**City of Stockton**



*Move Forward with Confidence*

**Bureau Veritas North America, Inc.**  
180 Promenade Circle, Suite 150  
Sacramento, CA 95834  
T. 916.725.4200 / F. 916.725.8242  
[www.us.bureauveritas.com/ccs](http://www.us.bureauveritas.com/ccs)

2017-06-20-1103-01 LP



# EXHIBIT 1 Statement Of Qualifications for City of Stockton

## PUR 17-001 | On-Call Building Plan Review and Inspection Services, Engineering Plan Review, and Floodplain Management

### Education:

M.B.A.  
B.S., Business Management

### Certifications/ License:

Six Sigma Green Belt Certified  
OSHA 30

United States Navy: Honorable  
Discharge

Total Years of Experience:  
15+

### Craig Baptista | Director of Operations

Craig served as Director of Operations and is a business professional experienced in leading multiple branch offices in various states. Craig has over 15 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. 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, mentor 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.

### Select Project Experience:

Craig has worked on various significant projects, including, but not limited to:

- 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

### Director of Operations

#### Bureau Veritas North America, Inc.

Serves as Director of Operations for the West Coast code compliance division. Manages over 50 employees throughout California, Arizona, Nevada, and Washington. Oversees plan review and inspection activities to ensure BVNA has ample resources to meet turnaround times and provide quick response to inspection requests. Works directly with plan review team to gain efficiencies in turnaround times. Effectively reduced the number of reviews by promoting direct contact with designers and municipalities to remedy code deficiencies during the first and second reviews, allowing our team to approve projects during the second submittal phase.

**EXHIBIT 1****Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management**
**BUREAU  
VERITAS**
**Certifications/ License:****Gene Paolini, C.B.O. | Client Liaison**

## ICC Certified:

## Certified Building Official

## Building Inspector

## Mechanical Inspector

Gene is an experienced building inspector and building official with over 30 years of experience. He has extensive experience in providing technical support to a variety of construction projects including commercial and residential structures. Gene has provided technical support in rebuilding a 500,000 square foot shopping mall after a major fire accident in 2010 by setting up a remote building department and helped the mall reopen within a week after the accident.

**Professional Affiliations:**

## International Code Council (ICC)

California Building Officials 2007 -  
2008 President (CALBO)

Sacramento Valley Association of  
Building Officials 2000 President  
(SVABO)

## California Training Institute (CTI)

Gene has been a CTI (California Training Institute) Director for the past 10 years and served as chairperson for 4 years. He is also an instructor for CALBO and developed part of the BOLA curriculum including building department administration and budgeting and finance for building officials. He has also developed an introductory class, Building Department 101, for SVABO and CALBO.

## Gene's significant achievements include:

- Obtained IAS Accreditation for the City of Roseville and making the Building Inspection Division the first California municipality to become nationally accredited.
- Conducted presentations to 22 International Code Council (ICC) chapters in California for CALBO.
- Participated in the code hearings at the Building Standards Commission for adoption of International Building Code in California.
- Implemented CALBO educational program of 425 classes throughout the state to ensure members would have a thorough understanding of the new International Code.
- Served as CALBO President from 2007 to 2008 and a Legislative Committee Member from 2006 to 2010.
- Served as SVABO President in 2000 and planned the ICBO annual business meeting as a committee chairperson.

**Select Project Experience:****Chief Building Official****City of Roseville 1995 - 2016**

Provided building official and technical backup support to the Building Inspection Division of the City of Roseville. Responsible for adopting and implementing new building codes for the City of Roseville tri-annually. Balanced and managed the annual building division budget ranging from \$2 million to \$7 million. Oversaw construction permitting, plan review and inspection of \$500 million dollars annually. Analyzed costs of operations against incoming funds and recommended budget adjustments. Implemented new procedures to streamline permit application process. Managed reconstruction of 260 stores in the mall in less than 10 months.



## 2. Firm Information & Qualifications



## EXHIBIT 1

## Statement Of Qualifications for City of Stockton

## PUR 17-001 | On-Call Building Plan Review and

## Inspection Services, Engineering Plan Review, and Floodplain Management



## FIRM INFORMATION & QUALIFICATIONS

**Bureau Veritas has been in business for over 180 years.** Founded in 1828 Bureau Veritas North America Inc. 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 70,000 employees**, Bureau Veritas has unparalleled expertise and resources to manage projects requiring a broad range of expertise, across vast geographies. With operations in **140 countries and all continents**, Bureau Veritas draws on the synergies between its local teams and dedicated technical centers throughout the world. Our **local presence** allows Bureau Veritas to provide **timely delivery and exceptional customer service** in the most **cost-effective manner**. With more than 1,330 offices and laboratories, Bureau Veritas draws on the synergies between its local teams and dedicated technical centers throughout the world. We are the top independent environmental consulting firm in the United States and the largest elevator inspection firm in the United States.

Our professionals have extensive experience in land development, floodplain, commercial/industrial, residential/multi-family, institutional, and other projects of all sizes and complexities. BVNA has extensively demonstrated our expertise through the completion of projects of various complexities and consistently applies innovative time and cost-saving technical solutions to meet each client's specific challenges.

### Firm Size

With over 70,000 employees worldwide, including nearly 4,000 employees in North America. Bureau Veritas has a strong legacy of facility condition assessment expertise throughout the United States and internationally.

### Firm Type

Bureau Veritas is an international corporation with global expertise and resources. Regionally located offices allow us to respond to local client needs and expectations. Bureau Veritas North America, Inc. (BVNA) is a publicly owned and traded firm incorporated in the State of Delaware, a subsidiary of our parent company, Bureau Veritas.

### Firm Background

For over 180 years Bureau Veritas has been providing clients with the tools and expertise to minimize risk and move forward with confidence. **Our highly-skilled experts provide dependable, accurate reviews and inspections, develop best-practice maintenance policies and procedures.** Through our inclusive network, we assist our clients in managing all aspects of their construction projects.

### Firm Locations

BVNA has nearly 100 offices in the United States. In California we possess nearly 300 employees. The work on this project shall be performed from regional headquarters (principal office) located at 180 Promenade Circle, Suite 150, Sacramento, CA 95834. In California, BVNA has 7 offices with 4 of those offices housing qualified and experienced engineers and inspectors. Those offices are located at:

- 180 Promenade Circle, Suite 150, Sacramento, CA 95834
- 1665 Scenic Avenue, Suite 200, Costa Mesa, CA 92626
- 10620 Trenea Street, Suite 170, San Diego, CA 92131
- 2430 Camino Ramon, Suite 122, San Ramon, CA 94553



**EXHIBIT 1**  
**Statement Of Qualifications for City of Stockton**  
**PUR 17-001 | On-Call Building Plan Review and**  
**Inspection Services, Engineering Plan Review, and Floodplain Management**

### Public Sector

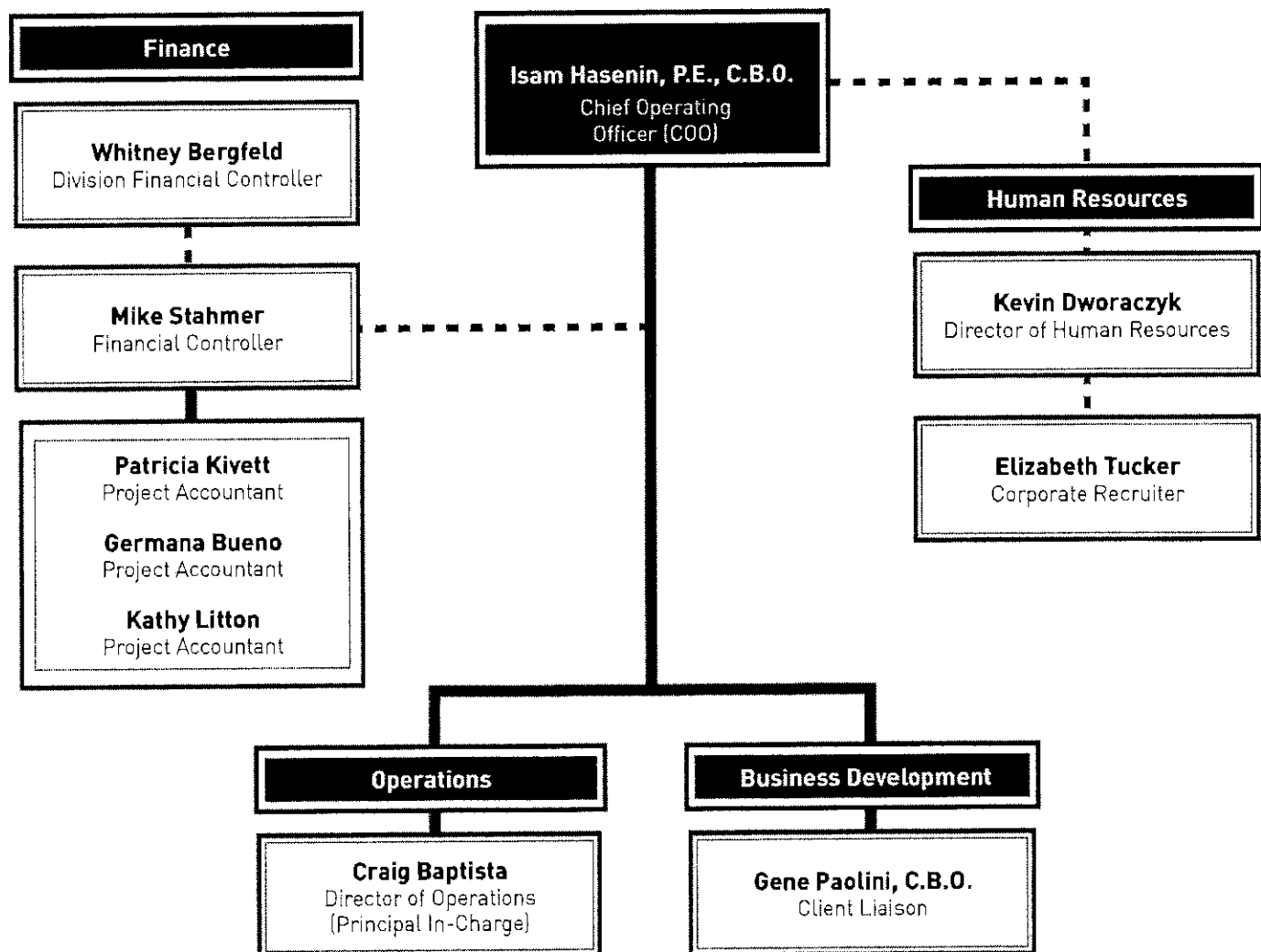
BVNA is a global leader in serving the public sector. BVNA has been providing plan review and inspection services in California for over 38+ years.

### Financial Stability

Over the last five years, Bureau Veritas has demonstrated proven resilience to the effects of economic cycles. The Group continues to post positive organic growth while improving its operating margin thanks to its diversified and balanced business portfolio. See section "3. Financial Statement" for financial documentation.

(in millions of dollars)	2015	2014	2013	2012	2011
Revenue	4,600	4,431	4,178	4,145	3,568

### Corporate Organizational Chart



**EXHIBIT 1****Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management****What Sets Us Apart**

Our ability to offer a variety of services and to customize services for each community makes BVNA an ideal partner. We are ideally suited to provide **plan review, inspection, engineering plan review, and floodplain management services** to the City of Stockton because we possess:

**Unparalleled Building Safety and Code Consulting Expertise**

- Proven Turnkey Building Safety Track Record Nationally (400+ Agencies)
- Building and Safety Consulting to 150+ Agencies in California
- Municipal Management and Staff Augmentation Expertise
- Key Staff That Have Helped Establish and Implement the Latest International Codes
- No private sector design work = no conflict of interest

**Depth of Resources and Proximity to Meet Peak Workloads**

- Plan check services will be provided from our Sacramento, CA office
- 50+ Offices Throughout the United States - 5 Offices in California
- Registered Engineers and ICC-Certified Staff Dedicated to Code Compliance
- USGBC LEED Review Certifying Body
- Largest plan review firm in the United States

**Best Practices and State-of-the-Art Processes to Consistently Meet Turnaround Schedules**

- First Firm to Achieve IAS Certification
- Comprehensive and Formalized Plan Check Procedure
- Award-Winning Web-Based Project Tracking and Controls
- Electronic Plan check to Save Time, Money and Paper – A GREEN solution
- High success rate meeting review turnaround schedules

**Strong Municipal Focus**

- Helped establish and manage departments for more than 20 newly incorporated cities
- Provided building, fire, and civil engineering department head positions for more than 50 cities

**The Right People Doing the Right Job**

We have extensive resources and a large pool of **licensed and certified building safety experts** who are equipped to handle all of our Client's needs, including Building and Fire Plan check, Building Inspection, Permit and Counter services, Code Enforcement, LEED review, ADA Compliance, and Building Officials Services. Our professionals have extensive experience in commercial, residential, industrial, energy, and institutional projects of all sizes and complexities, allowing them to tailor solutions specifically to each client.



Bureau Veritas and our proposed, locally-based staff for this contract have a long-established history working for the nearby municipalities to perform outside plan check and field inspection services. Consequently, we can leverage a breadth of code compliance and permit processing expertise to meet the needs of the City, and offer highly qualified engineers and ICC-certified staff who are in close proximity and can quickly respond to your needs.



**EXHIBIT 1**  
**Statement Of Qualifications for City of Stockton**  
**PUR 17-001 | On-Call Building Plan Review and**  
**Inspection Services, Engineering Plan Review, and Floodplain Management**

### What Our Clients Have To Say...

"The 'ADA for Small Business' seminar presented by Pete Gusevski was timely, informative and of great business interest in West Sacramento. Pete's participation is a great example of how the Chamber and the City work together in support of our business community."

- Denis A. Seale, President/CEO, West Sacramento Chamber of Commerce

"My role as Project Manager for Kleinfield was enhanced by the superior service and personnel offered by Bureau Veritas."

- Ted Oien, Kleinfield

"Our experience in West Sacramento with the Bureau Veritas provided contract services have been very positive. Their attitude is consistently helpful."

- Duane Johnson, AIA, Comstock & Johnson

### The First Firm in the World to Receive IAS Accreditation

Bureau Veritas is the first company to achieve accreditation under the International Accreditation Service (IAS) Third-Party Permitting, Plan Review, and Inspection Service Providers Accreditation Program (AC 402). The IAS accreditation program was developed to verify the competence of companies that provide services for building departments.

Building departments can use the IAS program to verify that the companies they hire are qualified to provide building safety services for their jurisdictions. For Bureau Veritas, accreditation is a way to provide independent verification of our established quality procedures and best practices that have been an integral part of our company since its founding in 1828.



This achievement demonstrates that Bureau Veritas has processes in place to ensure consistency in how we perform plan checks, inspections and administrative actions. More importantly, this new accreditation reinforces our business values of customer focus, sharing collective knowledge and continuing education, corporate transparency, teamwork, and solidarity.

The International Accreditation Service (IAS) is a nonprofit, internationally recognized, accreditation body and a subsidiary of the International Code Council (ICC), [www.iccsafe.org](http://www.iccsafe.org). IAS accredits building departments, third-party building department service providers, special inspection agencies, product certification agencies, inspection programs for metal building manufacturers, fabricator inspection programs, testing and calibration laboratories, inspection agencies, training agencies, curriculum developers, and field evaluation bodies. IAS is signatory to several international mutual recognition arrangements (MRAs), which

"Bureau Veritas' achievement of this new IAS accreditation is a testament to their competence and commitment within their chosen industry."

- Vice President of Planning, Port San Antonio, TX



## OUR CAPABILITIES

BVNA has an extensive background in building services. Our range of experience in this unique arena covers literally every key area of service defining a building department in today's industry. We are skilled at helping existing building departments augment or refine their current level of client service or capable of crafting a department from the ground up.

- Permitting
- Plan Review
- Inspections
- Code Interpretation
- Code Adoption and Ordinance Preparation
- Planning and Zoning Meeting Attendance
- City Council Meeting Attendance
- Building Official Duties
- Permit Tracking and Record Keeping
- Plan Reviewer, Inspector and Permit Tech Training
- Budget and Staffing Planning
- Pre-Design and Pre-Construction Meetings
- Designer and Builder Training
- Contractor Licensing
- Fee Schedule Evaluation and Updates

Our **local presence** allows us to provide timely delivery and exceptional customer service in the most cost-effective manner. Our long-standing presence in Northern California and past experience working with the City of Stockton has enabled us to gain the knowledge of the local area and to provide continuity, responsiveness to on-call assignments, and technical proficiency.

BVNA will bring 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. Our team has considerable experience providing expedited and phased reviews on complex and unique projects such as custom residential, multifamily residential, Roseville Galleria Mall Fire Damage Repair, as well as inspections of complex projects such as Claybank Adult Detention Facility, a large 1,000,000+ square foot distribution center, and several large scale solar power generation facilities.

### Building Department Plan Review

BVNA personnel have performed and managed plan review for literally thousands of on-call projects. Project types include high-rise hotels and office buildings, institutional occupancies such as jails, shipping facilities, room additions, single-family tract and custom homes, tilt-up shells, tenant improvements, and infrastructure (roads, wet and dry utilities, etc.). Our staff has considerable review experience of virtually any structure requiring permits, plan reviews, and inspections. With such a large and licensed plan review staff, we are able to manage numerous and complex projects simultaneously. We are able to provide discipline-specific plan reviews (e.g., structural, mechanical/plumbing, electrical, fire, access, street, drainage, map, civil infrastructure, etc.).



We are the **largest plan review firm in the United States**, providing full service code consulting and plan review services. Our team provides plan reviews for compliance with a variety of codes, including the California Building, Plumbing, Electrical, Mechanical, Fuel Gas, Energy Conservation, Fire and the National Electric Codes as adopted by the City. We have specific experience working through a variety of challenges including, but not limited to, infill commercial development, adaptive reuse and change of occupancies of existing buildings, retrofit of un-reinforced masonry or soft-story buildings, large commercial shopping centers and mixed-use multi-family developments, live-work projects and high tech, research and development facilities.

**We are able to offer the following plan review services to the City of Stockton:**

- Architectural, fire and life safety plans examination
- Structural plans examination
- Energy code plans examination
- Accessibility requirements including:
  - Barrier free plans examination requirements
  - Disabled access
  - CAsp
  - ADA
- Mechanical, plumbing and electrical code plans examination
- Review and approval of alternative materials, alternative design and methods of construction
- Fire plan review including:
  - Fire sprinkler
  - Fire alarm
  - Smoke detection and dampers
  - Underground
- Civil plans examination including:
  - Grading and drainage
  - NPDES/SWPPP
  - Development
  - Infrastructure
  - Water and wastewater
  - Sewer
- Green building and LEED consulting
  - LEED submittal consultation
  - Green building consulting including CALGreen
  - ENERGY STAR verification
  - Energy efficiency audits

**Plan Review Turnaround Times**

At your request, BVNA can provide plan review activities on a fast-track basis. Turnaround times for each submittal will relate to the size and nature of the project and its impact on the construction schedule. To reduce turnaround times for plan review, we can use electronic submittals, phased submittals, conference calling, and videoconferencing.

BVNA has built long-term partnerships with agencies. We understand that accuracy, efficiency, and integrity in all aspects of professional services are required.

**EXHIBIT 1****Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management**

Testimony to our professional excellence is the fact that we have provided services to many of our municipal clients since their incorporation. Because of our large pool of accessible resources we are able to assemble experienced personnel in order to help with project schedule recovery when necessary. Our team will maintain efficient turnaround times on all reviews as a key measurement of our performance for our plan review services. The following schedule is representative of the review times associated with the type of construction you can anticipate.

Typical turnaround times for building plan review are as follows:

	<b>Initial Check (working days)</b>	<b>Recheck (working days)</b>	<b>Expedited Initial Review</b>	<b>Expedited Recheck</b>
Commercial TI	10	7	7	5
Residential addition and/or accessory building	10	7	7	5
New Residential	15	10	10	7
New Commercial	15	10	10	7
Complex, large, or unusual project	*	*	*	*

\*Turnaround times for unusually complex or large projects can be negotiated

BVNA will also accommodate preliminary reviews to facilitate fast tracked or accelerated projects. This will aid with timely turnaround and create good public relations. If applicants include designs that do not conform to the prescriptive requirements of the codes, the City's designee will have final approval over the plan being reviewed. Our staff will make recommendations for the resolution if requested. We are also available to meet with agency staff or others as needed to discuss our findings.

### **Third Party Plan Review and Inspection**

Bureau Veritas provides comprehensive Third Party Plan Check Services for local agencies. Since we don't do design work for the private sector, there is never a conflict of interest, and the agency is assured that our staff of certified Plan Reviewers and licensed plan review engineers is committed to enforcement of all applicable standards. We are always available to discuss the results of the review with the applicant. Bureau Veritas provides direct client interface with the applicant until all documents are complete, and then forwards them to the Jurisdiction for permit issuance.

Rapid development can be overwhelming to building departments and can cause schedule delays for developers, contractors, and design-build teams. Although public agencies are dedicated to providing a high level of customer service while ensuring the integrity of design and construction, their staff becomes overloaded and unable to keep the development moving forward efficiently.

Third party plan review and inspection enables BVNA to supplement the local authority having jurisdiction on a project-by-project basis, at the applicant's expense. This is an optional method to accomplish the plan review for applicants that desire preliminary plan reviews or have expediting needs due to project time constraints.





This method allows the designer to work with plan review staff early in the design process to avoid code problems that could lead to extensive redesign of completed plans. It also allows the permit applicant to pay for review services directly to BVNA, independent of the normal City plan review fee. With approval of the building official, our team can provide third-party plan reviews/inspections by allowing an applicant to provide payment directly to BVNA for our plan review fee or inspection costs.

This program is utilized by many public agencies, developers, contractors, and project management firms to help promote economic development, keep projects on track, expedite projects, etc. BVNA teams with cities, counties, developers, contractors, project managers, design-build teams, and other members of the development community to provide a high level of customer service, experience, and technical expertise. We have provided third party plan review and inspection services for thousands of projects.

### **Certified Access Specialist (CAsp)**

California's CAsp program is designed to meet the public's need for experienced, trained, and tested individuals who can render opinions as to the compliance of buildings and sites with the State codes and regulations, and Americans with Disabilities Act (ADA) for accessibility.

BVNA's CAsp team will provide complete plan review and inspection for jurisdictions and specific projects. We have CAsp certified individuals who are able to respond to the needs of the City quickly. We currently provide CAsp certified individuals to multiple jurisdictions in California to meet the requirements of SB 1608.

Additionally, our team includes ICC Certified accessibility plans examiners and inspectors who routinely conduct accessibility reviews on projects throughout the State including minor restroom upgrades to significant ADA compliance improvements.

### **LEED Consulting/Review**

BVNA is at the forefront of the green building movement, and by implementing green building solutions, we help reduce energy consumption, maintenance and capital costs, environmental impact, and increase occupant comfort and health.

- Expertise assisting municipal clients in green building ordinance implementation
- Provided approximately 1,000 LEED reviews for the USGBC
- Building services
- LEED submittal consultation
- Green building consulting
- CALGreen code compliance
- ENERGY STAR verification
- Energy efficiency audits
- Chain of Custody (COC) certification

### **Green Building Expertise**

Bureau Veritas is at the forefront of the Green Building movement, and by implementing Green Building Solutions, we help reduce energy consumption, maintenance and capital costs, environmental impact, and increase occupant comfort and health.

- Expertise in assisting municipal clients in Green Building Ordinance implementation





- Provided approximately 1,000 LEED reviews for the USGBC
- Building Services
- LEED submittal consultation
- Green building consulting
- CALGreen Code Compliance
- ENERGY STAR verification
- Energy efficiency audits
- Chain of Custody (COC) Certification

### **Electronic Plan Reviewing**

We have successfully used a digital solution to plan reviewing for over 60 federal, state, and local agencies. Electronic plan reviewing allows for collaborative net meetings, where the City's staff, developers, engineers, and our plan reviewers can coordinate and discuss review comments in real time, referring to detailed aspects of the project. Built-in software viewers allow the team members to view all of the information without having any additional software on their computers.

The following figure shows an example of our digital commenting provided with corresponding comments in numerical sequencing. Bureau Veritas will make this solution available at no cost to the City.

Digital plan checking will be a practical solution to help you avoid the need for expanding storage space, foster communication and collaboration, and reduce staff involvement for copying, shipping, and receiving plans. For one major capital plan check project we completed for the California Energy Commission we estimated shipping and printing cost savings of over \$150,000 as well as a reduction of over 750 hours in plan review and permitting processing staff time.

### **Building Department Plan Review Methodology**

Our proposed team familiarizes themselves with the requirements of a public agency before beginning a review. BVNA has extensive public sector experience, which assures that the public's interests are fully protected. We believe that technical competence, while expected, is not enough. Experience and careful, thorough consideration of issues and impacts is needed in addition to the purely technical considerations. We have devoted a great deal of time and effort over the years to refining our approach and developing documentation to assist our clients and train our staff in understanding plan review procedures.

BVNA 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 Deltek database, processed and returned on time to the client. 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.
- Submittals are reviewed for compliance with all relevant state and City requirements. 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 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.
- Plan review management.
- BVNA 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 by our firm
- The date(s) the applicant was notified of completed plan reviews
- The name and telephone number of the applicant

During the plan review process, BVNA 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 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 review documents which include 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

All documents shall be provided in a format desired by the City.

#### **Transmittal of Plans and Correction Lists**

BVNA 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.

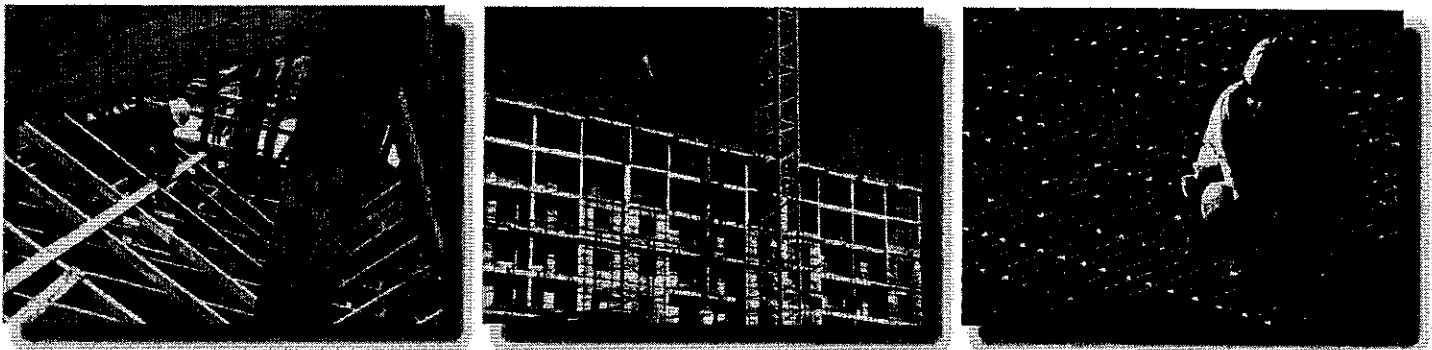
Upon completion of each plan review, we will forward a copy of the correction list to both the City and the applicant, by mail. When corrected plans are resubmitted, the previous procedure will be followed or the applicant may schedule an office visit to go over any corrections in person. When plans are completed they are stamped, signed and forwarded by BVNA staff. Our transmittal forms are customized for use unique to the City.



### Building Inspection

BVNA can provide inspection services for a single project that presents unique complexities due to its construction or size, or we can provide enough staff to handle all inspection services for an entire jurisdiction. Our building inspection services can be adjusted to provide a high level of coordination specifically suited to the design-build concept. Our 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, our inspection team keeps daily logs to track corrections and plan review changes.

BVNA's inspection teams also provide on-call building inspection services to cover staff vacation time, peak work loads, specialized inspection activities, and any other situations that may arise. These activities may include next-day inspections and same-day response to important or urgent requests.



BVNA will provide the client with ICC certified personnel to provide the following services:

1. Read and study project specifications, plans, and drawings to become familiar with project prior to inspection, ensuring that structural or architectural changes have been stamped as approved by appropriate authority and recognizing the need for and requiring plan checks for electrical, plumbing, and mechanical code requirements.
2. Perform and document inspections on construction projects to determine that 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.
3. Review plans for building construction, plumbing, electrical, and mechanical details prior to making inspection.
4. Bring to the attention of the City of Stockton for approval of certain changes in building, plumbing, mechanical, electrical, and related work consistent with code and ordinance requirements.
5. Participate in reviews with fire, health, and other government agency inspectors, as well as owners.
6. Maintain a record of non-complying items and follow up to resolution of such items.
7. Upon request, we will inspect existing buildings for substandard, unsafe conditions.

**Engineering Plan Review and Floodplain Management**

As a result of our extensive experience providing development review and processing services to public agencies, we have been able to evaluate those qualities which are essential to providing effective review services.

**Foremost among these are the following:**

- A thorough command of the City's design standards for Drainage and Streets, and NPDES enhanced Clean Water Act requirements
- Clear, friendly, and articulate communication with the applicant

BVNA has developed a successful approach to providing development review services which we believe achieves these goals.

**Engineering Plan Review Compliance Standards**

As an initial step, our professional staff would familiarize themselves with all city, state, and federal requirements applicable to the project before beginning a review. Requirements for civil infrastructure originate from multiple sources including statutory requirements, local ordinances and design guidelines, federal requirements including ADA and NPDES, state requirements including Title 24, and the requirements of any affected utilities, districts, or agencies.

**Civil infrastructure and site plans are reviewed for conformance to the following quality standards:**

- Greenbook
- Geotechnical Report recommendations
- Conditions of Approval of the use permit or Tentative Map
- Municipal Code and local ordinances
- Jurisdiction's design guidelines and standard plans and specifications
- ADA and Title 24 accessibility standards
- NPDES C.3 requirements when applicable
- Environmental mitigation requirements
- Requirements of affected outside agencies and utility districts

Our professional plan reviewers will provide a comprehensive assessment of the conformance of submitted improvement plans to these quality standards.

**Improvement Plan Review Tasks****The following outlines our typical scope of services for the review plans:**

- Check design for conformity to the approved tentative map and conditions of approval
- Evaluate the layout for consistency with the final map
- Review grading plans for consistency with the applicable drainage standards and grading ordinance
- Erosion and sediment control provisions
- Storm Water Pollution Prevention Plans and RWQCB N.O.I.
- Review horizontal and vertical alignment of streets for conformance to the applicable street design standards, check pavement structural section against geotechnical recommendations
- Review storm and sanitary sewer systems and hydrology/hydraulic calculations
- Review water distribution system for fire hydrant and valve spacing
- Street light spacing, and location for potential conflicts



- Review underground utilities for crossing clearances and conflicts
- Review for compliance with outside agency requirements
- Review quantities, estimates and schedules

Prompt turnaround of quality plan reviews is the hallmark of our service. Ideally, the review process involves no more than two plan submittals, perhaps three under extraordinary circumstances. To achieve this, it is important for the plan reviewer to see the “big picture” during the approval process, and to expedite the review, while assuring adherence to all City standards and requirements.

At the completion of each review, comments noting any deficiencies are prepared for the Applicant. Review comments may be distributed by the City staff, or directly to the Applicant by BVNA, depending on the City's preference. Copies of review letters are always forwarded to the City for its records and files. Our customary practice is to provide comments in narrative form in a memorandum. We find this method to be more precise than just marking the submittal alone. Additionally, this method facilitates the transmission and preservation of comments in electronic format.

### **Development Review & Entitlement Processing**

#### **Accurate, Timely Civil Engineering Plan & Final Map Reviews**

Facilitating land development projects requires a strong public-private partnership. Project momentum must be balanced with engineering, water quality, traffic, public safety, and final map plans that comply with applicable codes, requirements, and design standards. The various parties need impartial counsel from registered engineers and land surveyors and quick turnaround review comments in a seamless manner.

Development review and entitlement processing involves working seamlessly with the public agency and developer in the preliminary planning stages to facilitate development agreements along with the review of civil engineering plans and maps for conformance with conditions of approval along with local and other applicable ordinances and standards. All work is performed under the direction of a registered Civil Engineer or Land Surveyor. BVNA utilizes proven best practices, staff specialists, and comprehensive web-based tools to provide timely review, responsiveness, and accurate and detailed review comments.

### **Approach to Development Review & Entitlement Processing**

#### **Scope definition**

BVNA will meet with the client to define their scope of services, project performance needs and expectations, turnaround review schedule, communication and work flow process protocol, and key stakeholder contacts. Setting expectations initially promotes a partnership to create a customized solution that achieves project goals.

#### **Implementation**

Our firm has formulated a Quality Control program that is used to effectively manage the development review and entitlement processing workflow. Through our CARE (Coordinator, Analyst, Reviewer, Expert) Program, our team of professionals ensures thorough, accurate, and consistent services.

#### **Communication**

Our staff utilizes a series of proven technologies to streamline service delivery, enhance communication, and promote transparency. Comprehensive, web-based project management systems 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.

#### **Map Review and Land Surveying Services**

Our professional staff can provide comprehensive City Surveyor services as may be required by the City:

#### **Final Maps and Parcel Maps**

Review Final Maps and Parcel Maps for conformance to the requirements of the Subdivision Map Act, the Land Surveyors Act, the City's Municipal Code and ordinances, the approved Tentative Map, and any conditions of approval which have been set by the Planning Commission. Certify the technical accuracy of approved maps in accordance with §66442 and §66450 of the Subdivision Map Act.

#### **Reversions to Acreage**

Review Reversions to Acreage Maps prepared pursuant to §66499.11 of the Subdivision Map Act.

#### **Lot Line Adjustments and Parcel Mergers**

Review of legal descriptions prepared to affect Lot Line Adjustments pursuant to §66412(d), and Parcel Mergers pursuant to §66451.10 of the Subdivision Map Act.

#### **Legal Descriptions and Plats**

Review and/or preparation of legal descriptions and plats for right-of-way takes, easements, or for other purposes when necessary.

#### **Certificates of Correction**

Review of proposed map amendments and Certificates of Correction prepared pursuant to §66469 of the Subdivision Map Act.

#### **National Pollutant Discharge Elimination System (NPDES)**

In addition to implementing the National Pollutant Discharge Elimination System (NPDES) regulations, as authorized by the Clean Water Act, our staff has worked to train agency staff in how these evolving regulations impact their program. For example, Bureau Veritas provides comprehensive training to in-house staff and Southern Californian agency personnel for the new Statewide General Construction Permit. As well, we trained City of Fullerton inspection staff to perform industrial and commercial inspections to maintain NPDES permit compliance. The training materials were custom-made to include the City and Santa Ana RWQCB recommendations and requirements.

Through Bureau Veritas' stormwater design and review work we have developed a complete understanding of the NPDES regulations and permits and what is necessary to navigate through them during project design. This expertise makes us uniquely qualified to assist you in implementing any aspect of your NPDES program. Bureau Veritas will ensure that your work is completed without delay, with accountability, and with the highest level of quality.

BVNA offers floodplain management, our program of corrective and preventative measures help in reducing flood damage. These measures take a variety of forms and generally include zoning, subdivision, or building requirements, and special-purpose floodplain ordinances.



## ADDITIONAL CAPABILITIES

### Building Official Services

BVNA staff will work directly with City staff to prepare accurate interpretations of the Code requirements, to adopt and process new codes and their requirements, and to act as a general point of contact for the jurisdiction. The building official will provide the support and direction necessary to facilitate timely and efficient work amongst the jurisdictional staff and other departments.

Our staff is able to analyze applicable ordinances and resolutions of jurisdictions and make recommendations for approval of appropriate code adoptions, amended as necessary in accordance with the applicable code, to implement an effective and compliant code enforcement program. Our staff will keep current on applicable code requirements adopted at the state or federal levels and inform and implement as necessary to keep the jurisdiction compliant. Our building official will attend staff, board, and council meetings as required and mutually agreed upon. This individual will oversee other BVNA staff as well as provide guidance for City staff, applicants, designers, and contractors to navigate the code. Our building official and support team will be up to date on code changes and will assist in implementing those changes.

Typical duties of the building official can include:

- Manage and oversee the building department
- Guide inspectors and plans examiners on adopted codes and local amendments
- Make recommendations regarding local amendments and code adoption
- Serve as liaison between BVNA and the City
- Serve as liaison between the building department and other City departments
- Attend meetings as requested and agreed upon
- Report building department activities as requested and agreed upon
- Assess applicant and client satisfaction
- Attend pre-submittal meetings when needed
- Assist in improving the processes and procedures of the building department, if requested

### Wastewater Treatment Services

Bureau Veritas has devoted resources in the pursuit of achieving ever higher standards for quality of industrial materials, engineered products, machinery and civil structures. Testament to this devotion is illustrated in the continuous membership with the American Society for Testing and Materials (ASTM) and through its leadership of this organization where employees have served in the capacity of President. With over a century's dedication to the exclusive pursuit of quality, **there is no comparable firm in existence with more Water Transmission and Wastewater Treatment Quality Assurance experience than Bureau Veritas.**

We have tailored our operating procedures and developed the professional credentials of our staff specifically to secure the highest levels of manufactured product quality. It is through this demonstrated commitment to this industry that Bureau Veritas has earned the trust of its clientele and the subsequent involvement in some of history's largest and most technically challenging Water Transmission and Wastewater Treatment projects.





Regardless of where our services are performed, Bureau Veritas' century-old objective is to verify that the product furnished by the supplier is in full compliance with the expectations of our clientele. Our sound inspection procedures and superior staff of experienced professionals lead to an unmatched measure of quality that reduces costly construction delays and subsequent servicing and maintenance costs.

The caliber and diversity of our staff has been developed and nurtured to encompass the widest range of experience and exposure to the latest technological developments in this field. Our field staff's qualifications range from career Quality Control Inspectors, to American Welding Society (AWS) Certified Inspectors, to Precast/Prestressed Concrete Institute (PCI) and American Concrete Institute (ACI) Certified Inspectors, to professionally licensed Engineers.

Our operations are administered by a licensed Professional Engineer, which allows us to consult and support our inspection staff should any technical problems arise on an assignment. Additionally our staff includes: Professional Geologists, Pollutant Storage Systems Specialty Contractors, Welding Engineers, Metallurgists, NDT Level III Coordinators, Plan Reviewers, Building Inspectors, General Building, Utility and Water Well Contractors, National Association of Corrosion Engineers (NACE) certified personnel, Hydrogeologists, Chemists, Mineralogists, Certified Industrial Hygienists, Asbestos Consultants, Biologists, Scientists and OSHA-Trained Environmental/Remediation Construction Technicians. The utilization of only qualified, properly trained individuals is at the crux of our corporate Quality Assurance/Quality Control Plan.

Through this commitment, Bureau Veritas has made substantial contributions to the development of standards, procedures, specifications, and test methods. Today we are one of the largest, most qualified fabrication inspection companies in operation. Bureau Veritas is recognized worldwide as an unbiased, reputable and independent source wherever judgment is sought during fabrication, construction or erection.

### **Health, Safety, and Environmental Services**

Bureau Veritas North America, Inc. (Bureau Veritas) has been successfully providing Health, Safety, and Environmental (HSE) services to clients throughout the U.S. since 1954. We offer an exceptionally well-qualified staff of over 200 certified HSE professionals (including 47 Certified Industrial Hygienists [CIHs], 22 Certified Safety Professionals [CSPs], and 9 Certified Professional Ergonomists [CPEs]) located throughout 21 HSE offices and three laboratories nationwide.

Our list of select HSE services and areas of expertise include:

- Environmental Site Assessments (Phase I and Phase II)
- Asbestos and Lead Management
- Health and Safety Plan (HASP), Lead Compliance Plan, and Asbestos Abatement Plan
- Preparation
- Health Risk Assessment (HRA) and Remedial Action Plan (RAP) Preparation
- Water Damage Assessments (Mold)
- Underground Storage Tanks Close-Out Reports
- Soil Analysis Reports
- Soil Sampling Reports
- Industrial Hygiene (IH) Surveys
- Indoor Air Quality (IAQ) Surveys
- Safety Audits



## **Key Staff Members**

The dynamics associated with administering the Client's project places a premium on providing a staff and organization that promotes flexibility, capacity, customer-orientation, continuity, and strong technical competence. Our organizational structure maximizes close communication and the accountability of our team. Our key, local management personnel are committed to providing quality service to clients for the duration of the contract.

We have included resumes highlighting the qualifications of all the staff members who will be available to provide plan review and inspection services to clients. In addition to the list of proposed staff identified, we have a deep bench of local registered engineers and ICC certified staff that specializes in plan check and inspection services. We can mobilize these individuals should other resources be needed.

Upon selection Bureau Veritas can furnish current and valid State of California driver's licenses for each individual.

## **Project Management Team**

Our management team is dedicated to serving the City of Stockton and providing resources to ensure successful technical reviews for all disciplines. Our management team will directly oversee the review of submittal documents, bulletins and change orders to assess compliance with the regulations contained in the various building codes, and recommend action with respect to the building permit. Our Project Manager, Craig Baptista, has considerable experience managing large, phased projects for clients throughout California. He will provide project oversight, ensuring that plans and documents are reviewed timely and accurately. Craig's experience enables him to provide additional flexibility to the City with any changes or upgrades, and to help control costs, schedule, and overall progress of the project. Michael Vieira, CBO, our Special Projects Manager, has technical knowledge and extensive experience working on public sector projects throughout California. Our company representative who will be responsible for day-to-day management of this contract is Gene Paolini, C.B.O., our Client Liaison. Gene is an experienced building inspector and building official with over 30 years of experience. He has extensive experience in providing technical support to a variety of construction projects including commercial and residential structures.

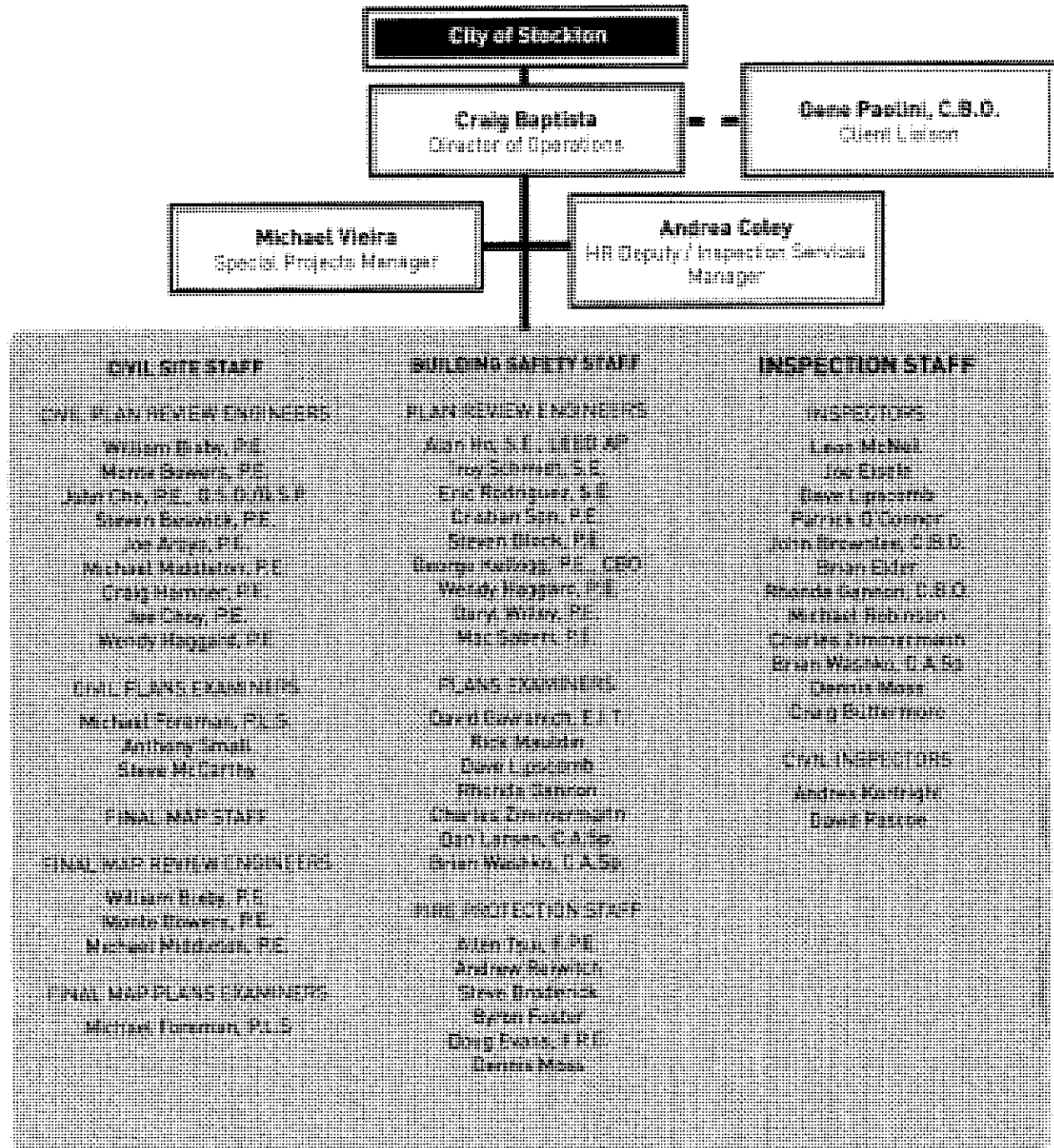
## **Project Team Organizational Chart**

Our organizational chart depicts lines of communications and areas of work for each of our team members. Each project team member has been specifically chosen for their experience in performing the required scope of work detailed in the request, as well as their extensive list of certifications and licenses. Key personnel included in this proposal are committed for the duration of the University's need. Any substitutions or changes to the team will be brought to the attention of the University and approved. Included in the following pages are resumes for key personnel. Full resumes for key staff members are available upon request.



Statement Of Qualifications for City of Stockton  
PUR 17-001 | On-Call Building Plan Review and  
Inspection Services, Engineering Plan Review, and Floodplain Management

## Project Team Organizational Chart



## Statement Of Qualifications for City of Stockton

## PUR 17-001 | On-Call Building Plan Review and

## Inspection Services, Engineering Plan Review, and Floodplain Management

BUREAU  
VERITAS

Name	Education	Experience	Licenses / Certifications
<b>Craig Baptista,</b> Director of Operations	M.B.A. B.S., Business Management	15+ years of experience	Six Sigma Green Belt Certified OSHA 30 United States Navy: Honorable Discharge
<b>Gene Paolini, C.B.O.,</b> Technical Liaison		30+ years of experience	ICC Certified: Certified Building Official Building Inspector Mechanical Inspector
<b>Michael Vieira,</b> Special Projects Manager		36+ years of experience	ICC Certified: Building Inspector Building Inspector CBC Building Plans Examiner Building Plans Examiner CBC Certified Building Official
<b>Andrea Coley,</b> Administrative Project Manager		20+ years of experience	Sacramento Valley Association of Building Officials (SVABO) Napa/Solano County Chapter International Code Council (ICC) Yosemite Chapter of the ICC East Bay Chapter of the ICC Peninsula Chapter of the ICC California Building Officials (CALBO) 2010 Outstanding Industry Member Award - SVABO 2011 Outstanding Industry Member Award - SVABO
<b>Bill Bixby, P.E.,</b> Civil Plan Review Engineer	M.S., Civil Engineering B.S., Geotechnical Engineering	30+ years of experience	Registered Professional Engineer: CA, #48819
<b>Monte Bowers, P.E.,</b> Civil Plan Review Engineer	B.S., Civil Engineering	35+ years of experience	Registered Professional Engineer: CA, #26493
<b>John Che, P.E., Q.S.D./ Q.S.P.,</b> Civil Plan Review Engineer	B.S., Civil Engineering	21+ years of experience	Registered Professional Engineer: CA, #51393 CASQA Certified: QSD and QSP #24550
<b>Steven W. Beswick, P.E.,</b> Civil Plan Review Engineer	B.S., Civil Engineering Resident Engineers Academy	26+ years of experience	Registered Professional Engineer: CA, #41786 Caltrans Resident Engineer
<b>Joe Aroyo, P.E.,</b> Civil Plan Review Engineer	B.S., Civil Engineering Certificate in Engineering Management for Public Works	36+ years of experience	Registered Professional Engineer: CA, #36086



**BUREAU  
VERITAS**

**Statement Of Qualifications for City of Stockton  
PUR 17-001 | On-Call Building Plan Review and  
Inspection Services, Engineering Plan Review, and Floodplain Management**

<b>Name</b>	<b>Education</b>	<b>Experience</b>	<b>Licenses / Certifications</b>
<b>Michael Middleton, P.E.,</b> Civil Plan Review Engineer	B.S., Civil Engineering	25+ years of experience	Registered Professional Engineer: CA, #29485 WA, #21342 HI, #7194
<b>Craig Hamner, P.E.,</b> Civil Plan Review Engineer	B.S., Civil Engineering	30+ years of experience	Registered Professional Engineer: CA, #28745
<b>Jee Choy, P.E.,</b> Civil Plan Review Engineer	M.S., Civil Engineering B.S., Civil Engineering	30+ years of experience	Registered Professional Engineer: CA, #46287
<b>Michael Foreman, P.L.S.,</b> Plan Review and Senior Surveyor		24+ years of experience	Registered Professional Land Surveyor: Arizona P.L.S. 32225 California P.L.S. 5778 Nevada P.L.S. 11430 Registered Nevada State Water Right Surveyor No. 1041
<b>Anthony Small,</b> Civil Plans Examiner	B.S., Highway and Traffic Engineering	35+ years of experience	
<b>Steve McCarthy,</b> Civil Plan Review		33+ years of experience	AutoCAD, Kelar Corporation Instructional Certification Civil Engineering Application Eagle Point, AutoCAD Land Desk, Civil 3D, Autoturn
<b>Alan Ho, S.E., LEED AP,</b> Structural Plan Review Engineer	M.S., Civil Engineering B.S., Civil Engineering	29+ years of experience	Registered Professional Engineer: CA, #42260  Registered Structural Engineer: CA, #3551  LEED Accredited Professional DSA Certified Structural Reviewer DSA Certified Access Reviewer
<b>Troy Schmidt, S.E.,</b> Structural Plan Review Engineer	M.S., Civil Engineering, Structural Emphasis B.S., Civil and Environmental Engineering	15+ years of experience	Registered Structural Engineer: CA, #5795 Registered Professional Engineer: CA, #71078
<b>Eric Rodriguez, S.E.,</b> Structural Plan Review Engineer	B.S., Civil Engineering	15+ years of experience	Registered Structural Engineer: CA, #4617 Registered Professional Engineer: CA, #59757
<b>Cristian Son, P.E.,</b> Electrical Plan Review Engineer	M.S. Electrical Engineering Minor in Electro-Mechanical Applications	20+ years of experience	Registered Electrical Engineer: CA, #16910

## Statement Of Qualifications for City of Stockton

## PUR 17-001 | On-Call Building Plan Review and

## Inspection Services, Engineering Plan Review, and Floodplain Management



Name	Education	Experience	Licenses / Certifications
<b>Steven Block, P.E.,</b> Electrical Plan Review Engineer	B.S. Electrical Engineering B.S. Physics	20+ years of experience	Registered Electrical Engineer: CA, #14716 ICC Certified Electrical Plans Examiner
<b>George Kellogg, P.E.,</b> Plan Review Engineer	B.S., Civil Engineering B.A., Geology	36+ years of experience	Registered Civil Engineer, CA #42367 ICC Certified Building Official ICC Certified Plans Examiner
<b>Wendy Haggard, P.E.</b> Plan Review Engineer	M.S., Civil Engineering B.S., Civil and Environmental Engineering	10+ years of experience	Registered Professional Engineer, CA #66422
<b>Daryl Willey, P.E.,</b> Plan Review Engineer	B.S., Architectural Engineering	30+ years of experience	Registered Professional Engineer: CA, #25941 Lifetime Certified Instructor for California Community Colleges Damage Assessment - OES, SEAOC, CSTI ICC Certified: Accessibility Inspector/Plans Examiner Building Inspector CA Combination inspector CA Commercial Building Inspector CA Commercial Combination Inspector CA Commercial Electrical inspector CA Commercial Mechanical Inspector CA Commercial Plumbing Inspector CA Residential Building Inspector CA Residential Combination Inspector CA Residential Electrical Inspector CA Residential Mechanical inspector CA Residential Plumbing Inspector Combination Dwelling inspector Combination inspector Commercial Electrical Inspector Commercial Mechanical Inspector Electrical inspector Mechanical inspector Permit Technician Plumbing Inspector Plumbing Inspector UPC Residential Combination inspector
<b>Mac Saberi, P.E.,</b> Plan Review Engineer	B.S., Civil Engineering	34+ years of experience	Registered Professional Engineer, CA #61937

**Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management**

<b>Name</b>	<b>Education</b>	<b>Experience</b>	<b>Licenses / Certifications</b>
<b>David Gavranich, E.I.T.,</b> Plans Examiner	B.S., Civil Engineering	15+ years of experience	ICC Certified Building Plans Examiner CAL Green Plans Examiner California Engineer in Training
<b>Brian Michael Washko,</b> <b>C.B.O., M.C.P., CASp</b> Plans Examiner and Inspector	Masters of Public Administration B.S. / B.A., Business Administration and Management A.A. General Education and Building Inspection Technology	21+ years of experience	ICC Certified: Accessibility Inspector/Plans Examiner Building Inspector Building Plans Examiner California Building Plans Examiner California Combination Inspector California Commercial Building Inspector California Commercial Electrical Inspector California Commercial Mechanical Inspector California Commercial Plumbing Inspector California Residential Building Inspector California Residential Electrical Inspector California Residential Mechanical Inspector California Residential Plumbing Inspector Certified Building Code Official Certified Building Official Certified Electrical Code Official Certified Housing Code Official Certified Mechanical Code Official Certified Plumbing Code Official Combination Dwelling Inspector Combination Inspector Combination Inspector - Legacy Combination Plans Examiner Commercial Electrical Inspector Commercial Energy Inspector Commercial Energy Plans Examiner Commercial Mechanical Inspector Electrical Inspector Electrical Plans Examiner Fire Inspector II ICC/AACE Property Maintenance & Housing Inspector Master Code Professional Mechanical Inspector Mechanical Inspector UMC Mechanical Plans Examiner Permit Technician Plumbing Inspector Plumbing Inspector UPC Plumbing Plans Examiner Residential Combination Inspector <i>-Partial List-</i>

**Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management**

<b>Name</b>	<b>Education</b>	<b>Experience</b>	<b>Licenses / Certifications</b>
<b>Rick Mauldin</b> Plans Examiner		30+ years of experience	ICC Certified: Accessibility Inspector/Plans Examiner Building Inspector Building Plans Examiner CA Building Plans Examiner CA Combination Inspector CA Commercial Building Inspector CA Commercial Electrical Inspector CA Commercial Mechanical Inspector CA Commercial Plumbing Inspector CA Residential Building Inspector CA Residential Electrical Inspector CA Residential Mechanical Inspector CA Residential Plumbing Inspector Combination Inspector Commercial Building Inspector Commercial Electrical Inspector Commercial Mechanical Inspector Commercial Plumbing Inspector Electrical Inspector Mechanical Inspector Plumbing Inspector Residential Building Inspector Residential Electrical Inspector Residential Mechanical Inspector Residential Plumbing Inspector
<b>David C. Lipscomb</b> Senior Building Inspector	B.S., Business Administration	27+ years of experience	ICC Certified Building Inspector ICC Certified Electrical Inspector ICC Certified Mechanical Inspector IAPMO Certified Plumbing Inspector General Contractor: Lic. #: 494465
<b>Rhonda Gannon</b> Plans Examiner and Inspector	A.A., Construction Management / Building Inspection Technology	30+ years of experience	ICC Certified: Accessibility Inspector/Plans Examiner Building Inspector Building Inspector CBC Building Plans Examiner Building Plans Examiner CBC Mechanical Inspector Mechanical Inspector CMC Mechanical Inspector UMC CABO Certified Building Official CABO Certified Design Professional



**Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management**

<b>Name</b>	<b>Education</b>	<b>Experience</b>	<b>Licenses / Certifications</b>
<b>Charles Zimmermann</b> Plans Examiner and Inspector	Certificate in Construction Management	25+ years of experience	IICC Certified: California Commercial Building Inspector California Commercial Electrical Inspector California Commercial Mechanical Inspector California Commercial Plumbing Inspector Commercial Building Inspector Commercial Electrical Inspector Commercial Mechanical Inspector Commercial Plumbing Inspector Mechanical Inspector CMC Mechanical Inspector UMC Plumbing Inspector CPC Plumbing Inspector UPC Residential Combination Inspector DSA Inspector Class 3 IAPMO Certified: Plumbing Inspector Mechanical Inspector CACEO Advanced Code Enforcement Officer ARC-PSTC: Advanced Code Enforcement Officer ARC-PSTC PC-832 ACI Concrete Field Testing Technician Grade 1 OSHA 510 Certified
<b>Dan Larsen, CASp,</b> Plans Examiner	A.S., Engineering and Math	30+ years of experience	ICC Certified: Accessibility Inspector/Plans Examiner Building Inspector Building Plans Examiner DSA Certified Access Specialist #CASp-012
<b>Leon McNeil</b> Inspector	B.S., Economics	35+ years of experience	ICC Certified Residential Combination Inspector
<b>Allen Tsui, F.P.E.,</b> Fire Plan Review Engineer and Inspector	M.S., Engineering B.S., Mechanical Engineering	11+ years of experience	Registered Fire Protection Engineer: CA, 1646
<b>Andrew Reiwitch</b> Fire Plans Examiner and Inspector	Completed Coursework, Fire Technology	25+ years of experience	California CCW Sacramento Metropolitan Fire District Fire Inspector Academy Graduate - Fire Inspector II

**EXHIBIT 1****Statement Of Qualifications for City of Stockton****PUR 17-001 | On-Call Building Plan Review and****Inspection Services, Engineering Plan Review, and Floodplain Management**

<b>Name</b>	<b>Education</b>	<b>Experience</b>	<b>Licenses / Certifications</b>
<b>Steven Broderick</b> Fire Plans Examiner and Inspector	A.S., Fire Technology	25+ years of experience	Fire Technology Certificate Criminal Justice Training & Education System PC 832 Certificate California Fire Service Training & Education System Fire Prevention IA, 1B, 1C, 2A, 2B, 3A Fire Investigation 1A, 1B Fire Management 1, 2A, 2B Fire Instructor 2B
<b>Byron "BJ" Foster</b> Fire Plans Examiner and Inspector	A.A., Fire Science	20+ years of experience	HAZWOPER 40 for Instructors
<b>Douglas Evans, F.P.E.,</b> Fire Protection Engineer and Plans Examiner	B.S., Engineering - Fire Protection	22+ years of experience	Registered Fire Protection Engineer: CA, #1264 NV, #010951
<b>Dennis Moss</b> Fire Marshal, Plans Examiner, and Inspector	National Fire Academy B.A., French	29+ years of experience	Fire Prevention Specialist I Fire Prevention Specialist II Fire Arson Investigation Code Management Fire Prevention Officer Chemistry of Hazardous Materials Plan Review for Inspectors ICC Certified: Fire Inspector I Fire Inspector II Fire Plans Examiner
<b>Joseph W. Eisele</b> Inspector	Building Inspection Technology Certificate	15+ years of experience	ICC Certified: Building Inspector Building Plans Examiner
<b>Patrick O'Connor</b> Inspector	A.S., Building Technology	25+ years of experience	ICC Certified Building Inspector AWS Certified: 3-G Vertical Up 7018 Rod 4-G Overhead 7018 Rod
<b>John Brownlee, C.B.O.,</b> Building Official and Senior Inspector	B.S., Business Management A.A., Computer Science	25+ years of experience	ICC Certified Building Inspector ICC Certified Building Official California Licensed General Contractor



BUREAU  
VERITAS

**Statement Of Qualifications for City of Stockton**

**PUR 17-001 | On-Call Building Plan Review and**

**Inspection Services, Engineering Plan Review, and Floodplain Management**

<b>Name</b>	<b>Education</b>	<b>Experience</b>	<b>Licenses / Certifications</b>
<b>Craig Buttermore</b> Senior Inspector	A.A., Building Inspection Technology	25+ years of experience	ICC Certified: Building Inspector Building Plans Examiner Combination Inspector Combination Inspector - Legacy Electrical Inspector Mechanical Inspector Mechanical Inspector UMC Plumbing Inspector Plumbing Inspector UPC
<b>Brian Elder</b> Building Inspector	Coursework Building Inspection Technology	14+ years of experience	ICC Certified Building Inspector ICC Certified Building Inspector CBC IAPMO Certified Plumbing Inspector IAPMO Certified Mechanical Inspector CSLB General Contractor "B" License #763319 POST PC 832 Arrest Techniques
<b>Michael J. Robinson</b> Inspector		10+ years of experience	ICC Certified: Building Inspector Mechanical Inspector UMC Plumbing Inspector UPC Residential Electrical Inspector
<b>Andres Kortright</b> Civil Inspector	A.A., Construction Technology	20+ years of experience	ICC Certified: Building Inspector Commercial Mechanical Inspector Mechanical Inspector Plumbing Inspector UPC Residential Electrical Inspector Residential Mechanical Inspector
<b>David Pascoe</b> Civil Inspector	David Pascoe, Inspector	20+ years of experience	ICC Certified: Building Inspector Electrical Inspector Mechanical Inspector UMC Plumbing Inspector



## REFERENCES

The most important selection criteria for clients that choose Bureau Veritas is expertise. Having provided QHSE services for over a century, we are the foremost expert in the field. Our greatest asset is our reputation. That reputation comes from the best experts in the industry, all acting with the utmost integrity and ethics. Descriptions of previous projects provided in TAB B, relate to the below client references and services we have provided them.

### References of Similar Services We are Providing

**CITY OF WEST SACRAMENTO**  
Building and Safety Administration  
Services

Randy Goodwin, Chief Building Official  
1110 West Capitol Ave. 2nd Floor  
West Sacramento, CA 95691  
T 916 617 4645  
E. randyg@cityofwestsacramento.org  
Dates of Service: 1998 - Present

**CITY OF SACRAMENTO**  
Plan Review and Inspection Services

Winfred DeLeon, Building Official  
300 Richards Blvd., 3rd Floor  
Sacramento, CA 95811  
T 916 858 5475  
E. WDeLeon@cityofsacramento.org  
Dates of Service: 2011 - Present

**CITY OF ROSEVILLE**  
Building and Engineering Plan Review and  
Inspection Services

Scott Bymes, Building Official  
311 Vernon Street  
Roseville, CA 95678  
T (916) 774-5332  
E. sbymes@roseville.ca.us  
Dates of Service: 2011 - Present

**CITY OF MENLO PARK**  
Development Plan Review Services

Ron La France, Chief Building Official  
701 Laurel Street  
Menlo Park, CA 94025  
T 650 330 6723  
E. rlafrance@menlopark.org  
Dates of Service: 2006 - Present

**CITY OF FAIRFIELD**  
Engineering Review, Map Checking and  
Land Surveying Services

James Paluck, Senior Civil Engineer  
1000 Webster Street  
Fairfield, CA 94533  
T 707 428 7479  
F 707 428 7507  
Dates of Service: 2007 - Present

**CITY OF WINTERS**  
Building Plan Review and Inspection  
Services

Gene Ashdown, Chief Building Official  
318 First Street  
Winters, CA 95694  
T 530 795 4910  
E. Gene.ashdown@cityofwinters.org  
Dates of Service: 2003 - Present



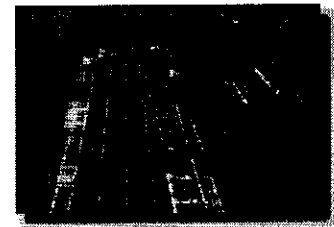
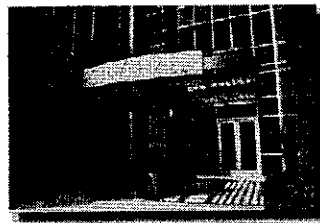
## CASE STUDIES & EXPERIENCE

Bureau Veritas has a long-established and successful track record. For over 38+ years BVNA has provided comprehensive municipal consulting services, including plan check, map check, and building field inspection services, throughout Northern California and the Western United States. The following is a summary of BVNA's experience over the past five years in performing similar services for public entities, including county, city and municipal clients.

### Plan Check , Map Check and Inspection Experience

#### **CITY OF WEST SACRAMENTO** **Building & Safety Administration** **Services**

Dates of Service: 1998 - Present



Bureau Veritas is proud to be part of the legacy of excellence and well-earned reputation for outstanding customer service that the City of West Sacramento enjoys today. Our team of professionals provides plan review, building inspection, fire plan review and field inspection services that include compliance with Title 24, Part 9 and Title 24, Part 2 for fire and life safety, code interpretation, and recommendations for alternate means of fire protection for more than a decade. We also provide support in the Building Department regarding fire code issues, participate in training for other departments of the City.

#### Select projects include

##### **Springhill Suites**

Springhill Suites new 4-story, 110-room hotel is located in West Sacramento, with a building area of approximately 65,429 sf. The site is at the entrance to the large cluster of warehouses, offices, distribution plants and laboratories along the Sacramento River waterfront. Type of construction - V-A. Occupancy groups include A-2, A-3, B and R-1. Total construction valuation for the project was \$10,200,000.

##### **Delta Lane Project**

Delta Lane is a new 4-story, 77-Unit mixed-use affordable and market-rate project on Tower Bridge Gateway just west of Raley Field. The Tower Bridge new retail shell is connected to a new multi-family building with truck under parking. This three-acre property is located on the south side of West Capitol Avenue west of Raley Field. Type of construction - V-A. Total construction valuation for the project was \$16,239,700.

##### **Bayer CropScience Research and Development Facility**

Bayer CropScience's new facility in West Sacramento will span approximately 160,000 sf with around 10 acres for a greenhouse facility. This facility will also include office space, laboratory space, pilot plant and test plot facility. This new site will be used to expand and accelerate the development of innovative products.



## CITY OF SACRAMENTO Plan Review and Inspection Services

Dates of Service: 2011 - Present



Bureau Veritas was selected to provide outside plan review and inspection services for the City of Sacramento in 2011. Our staff has reviewed more than 100 projects for conformance with the 2010, 2013, and 2016 California Building, Electrical, Mechanical, Plumbing, Energy, and Green Building Codes. Our inspectors provide residential and commercial inspections during regular City hours on a part time basis.

### Select projects include:

#### Mitsubishi Rayon Carbon Fiber & Composites

Provided expedited architectural, mechanical, plumbing, electrical, T-24 energy compliance, disabled access, green building standards, structural plan review services for the Mitsubishi phased permit projects. The project consisted of an expansion of the existing 65,000 sf of manufacturing/warehouse building space with an addition of 60,000 sf of manufacturing space, 10,000 sf of maintenance space, and replacement of 3,080 sf of manufactured office space trailers with a two-story office building totaling 15,000 sf. The phased permits were provided for the maintenance addition, grading and foundations. Occupancy Groups included F-1 & B-1S-1 and Construction Types of III-B and I-B for the one story factory building and two-story office building & Warehouse portions.

#### New King's Arena - Lateral Review

Provided the lateral review of the new NBA multi-use arena. The new arena seats 17,500 fans across 628,000 sf and is valued at \$477 million. The total space of the arena including parking, office space, restaurant, and sales office will be more than 1,000,000 sf. The arena structure rises approximately 102 feet from the basement level to the top of the roof. The first 40 feet of the structure consists of rigid concrete shear wall with the remaining 62 feet being flexible steel brace frame. Our structural engineer utilized RISA 3-D software to review the design modeling approach used for the lateral resisting system and verify that calculations are correct. BVNA reviews plans as they are revised to address any code issues that arise during the structural analysis.

#### Hyatt Regency Ballroom Remodel

Provided structural and architectural/life safety plan review of this \$1.1 million remodel of the Hyatt Regency Ballroom. The remodel included new finishes to the existing ballroom, replacement of the existing operable walls with new operable wall panels, new doors, frames, and hardware, installation of new energy efficient lighting and lighting controls, and limited accessibility upgrades to the public restrooms.

#### Jackson Road Connector Building

BVNA staff reviewed for compliance with mechanical, plumbing, electrical, and T-24 Energy requirements for this 2-story, B occupancy, III-B construction type connector building that connects two existing buildings. The connector building is approximately 7,400 sf and will include restrooms and site renovations.



**CITY OF ROSEVILLE**  
**Building and Engineering Plan**  
**Review and Inspection Services**

Dates of Service: 2011 - Present



Bureau Veritas was selected to provide in-house plan review for public works and engineering projects. Currently we provide two licensed professional engineers to review new development and infrastructure projects. Since 2011, we have performed building and engineering plan review for over 850 projects. In addition to our public works staff, BVNA provides outside plan review services for building projects such as master plans, commercial, and industrial projects. Previously, we provided an in-house permit technician to assist the public counter as well as an in-house building plans examiner and public works plan reviewer. We provide electronic plan review which allows for economical movement of plans and quick turnaround, eliminating shipping time and costs.

**Select projects include:****Westfield Galleria Mall**

BVNA was contracted to provide expedited review of tenant improvement projects to rebuild 250,000 sf of damage to one wing of the Westfield Galleria Mall. Westfield LLC selected Bureau Veritas to provide final review of all tenant plans for Landlord requirements in accordance with Westfield's Retail Tenant Criteria Manual and Tenant Improvement Permit Application Manual. Concurrently with the Landlord's tenant review, Bureau Veritas staff reviewed plans for compliance with Title 24 California Code of Regulation requirements adopted by the City of Roseville. Upon completion of Landlord requirements and code review by Bureau Veritas, plans were stamped with Bureau Veritas "Reviewed for Code Compliance" seals and the original signatures of the plan reviewer. The plans were accepted by the City of Roseville and a permit to construct was issued "over the counter".

**Vannelli Foods**

Tenant improvement conversion of 42,655 sf of existing warehouse to food processing facility for fresh and quick frozen pasta products. Improvements included electrical, mechanical, plumbing and fire life-safety upgrades for preparation, cooking and packaging operations in a clean environment. Plan check also included Fire Code review of cryogenic gases used in packaging.

**Westbrook Village Subdivision**

The Westbrook property encompasses approximately 400 acres and is located in the northwest portion of the The Sierra Vista Specific Plan (SVSP). Phase 1 allows for development of approximately 117.5 acres in the northeast corner of the Westbrook area. We provided map check and engineering plan review services for the Westbrook Phase 1 Master Plans including Pleasant Grove improvements, Sierra Trail Drive "A" and "B" Mass Grading, Mountain Glen Improvements, Westbrook Ph. "A" and "B" Improvements, and SVSP Westbrook Large Lot. Bureau Veritas staff reviewed plans for compliance with Title 24 California Code of Regulation requirements adopted by the City of Roseville for review of the Westbrook Phase 1 Village SA/5B Ph. 1, Village SA/5B Ph. 2, and Village 5.

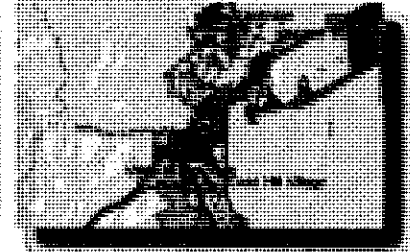
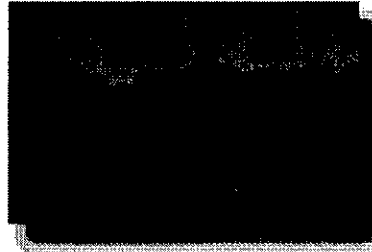


**BUREAU  
VERITAS**

### **CITY OF FAIRFIELD**

**Engineering Review, Map Checking  
and Land Surveying Services**

**Dates of Service: 2007 - Present**



Bureau Veritas has provided map review and land surveying services for the City of Fairfield for over 10 years and has completed several engineering review and map checking projects.

#### **Select projects include**

##### **The Cottages of Fairfield**

Final Map Review for the Cottages. The Cottages is a four acre development that will include nearly 46 single family attached homes with a private park. These single family homes will be more than 2,500 sq ft with up to six bedrooms.

##### **Garibaldi Ranch, Unit 6**

Final Map Review for the Garibaldi Ranch. The Garibaldi Ranch Unit 6 project is a proposed residential family subdivision which would include 205.85 acres housing 875 lots varying in size from 4,000 sq ft to over 20,000 sq ft. Bureau Veritas provided the review of the final map to verify conformance to the requirements of the Subdivision Map Act, the City of Fairfield Municipal Code, the approved Tentative Map, and the Conditions of Approval.

##### **Gold Hill Village**

Final Map Review for the proposed Gold Hill Village. The Gold Hill Village will include 88 homes situated on 11.5 acres originally zoned for commercial development. Bureau Veritas provided the review of the final map for the proposed residential development.

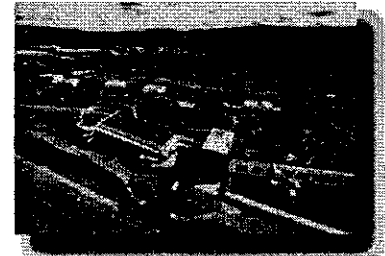
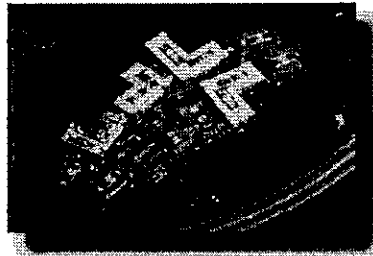
##### **Gold Ridge, Unit 10**

Final Map Review for the Gold Ridge Unit 10. The Gold Ridge Unit 10 is a 230 lot subdivision covering 62 acres.

"The Bureau Veritas staff is open, responsive, professional, informative, and totally committed to customer service. The West Sacramento Bureau Veritas staff is an indistinguishable part of the West Sacramento team. Their work is a perfect fit for the problem solving 'can-do' ethic of West Sacramento staff and residents."

— Randy Goodwin, AIA, LEED AP, Building Official, City of West Sacramento



**CITY OF MENLO PARK  
Development Plan Review  
Services****Dates of Service: 2006 - Present**

Since 2006, Bureau Veritas has provided review for conformance to City standards, Building Codes and NPDES enhanced clean water provisions. Bureau Veritas has completed for all civil work for building permits including grading and drainage, hydraulics and hydrology, infrastructure, utilities and parking. Our Development Plan Review staff has reviewed a variety of projects.

**Selected projects include:****Facebook East Campus**

The East Campus is 56.9 acres and is currently developed with 9 buildings which contain approximately 1,035,840 sf. Facebook has implemented a vehicular trip cap which allows approximately 5,500 employees to occupy the East Campus. BVNA provided civil building permit review for compliance with California Building Code, the City's Water Efficient Landscape Ordinance, and NPDES Cleanwater requirements.

**Facebook West Campus**

The West Campus is approximately 22 acres with a 500,000 sf office building featuring underground parking and a green roof.

**Lot Line Adjustment: Facebook West Campus**

Reviewed the lot line adjustment for the Facebook West Campus which shared a border with Tyco Electric. The line was adjusted to accommodate the new west campus.



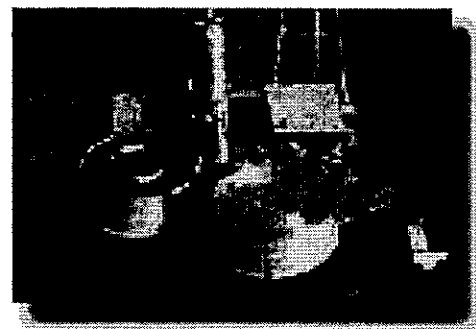
### **Water Transmission and Wastewater Treatment Experience**

BVNA has been a leader in the inspection of large diameter steel water transmission pipe and engineered equipment associated with this industry. Throughout the years, as the specification tolerances have become more stringent, Bureau Veritas has provided specialty training to the inspectors to reflect the new client specifications. Bureau Veritas is routinely requested to aid in the development of more rigorous client inspection specifications and inspection test plans in this industry. Services provided to our Water Transmission and Wastewater Treatment clientele, Bureau Veritas regularly inspects Ductile Iron Pipe, Spiral-Welded Pipe, ERW Pipe and large diameter heavy wall Can Pipe at mills throughout the United States, Japan, South America and Europe.

#### **Mariani Waste Water Treatment Plant**

##### ***Solano County***

**Contact:** David Cliche, Chief Building Official  
675 Texas St. Suite 5500  
Fairfield, CA 94533  
(707) 374-2205  
dwcliche@solanocounty.com

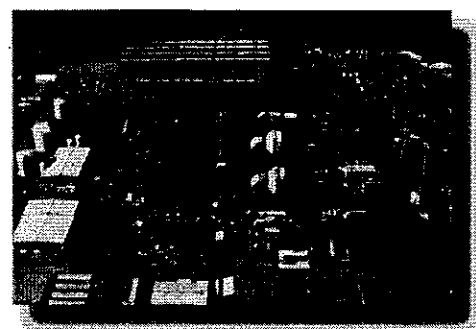


US Filter/Industrial Wastewater System (USF/IWS) and GSE Construction Co. have undertaken the design and construction of a complete wastewater pretreatment system for the Mariani Packing Company's processing facility at 500 Crocker Drive in Vacaville. The system utilizes an anaerobic reactor and multi-stage settling and aeration tanks to treat the plant's process wastewater for eventual discharge to the Easterly WWTP.

#### **Colusa Generating Station**

##### ***City of Colusa***

**Contact:** Jon Maring, Senior Director, New Fossil Generation  
245 Market Street,  
San Francisco, CA 94105  
(415) 290-4924  
J8M4@pge.com



The Colusa Generation Stations is a combined cycle power plant using Dry Cooling technology. The project has a nominal electrical output of 660 MW with commercial operation. The project is fueled by natural gas delivered to the site via a new 8 inch, 1,500-foot pipeline owned and operated by PG&E. Transmission interconnection requires four (4) double circuit 230 kV lines that connect to PG&E's existing 230 kV north-south transmission lines located approximately 1,800 feet east of the project site.



## Statement Of Qualifications for City of Stockton

PUR 17-001 | On-Call Building Plan Review and

Inspection Services, Engineering Plan Review, and Floodplain Management

### **Alvarado Water Expansion Project, Phase 1**

**Client:** City of San Diego

Bureau Veritas provided shop inspection services on behalf City of San Diego on the Alvarado Water Expansion Project through a contract with CH2M Hill Engineers. This project consisted of the shop fabrication inspection of over 8,000 ft of 26" through 86" diameter spiral welded pipe fabricated entirely into specialty fittings. Bureau Veritas staffed this project at two different locations throughout the United States simultaneously providing welding and specialty coatings inspection services.

Bureau Veritas provided the above referenced services at the following locations:

Steel Pipe and Fittings

- Northwest Pipe Company, Denver CO
- N. American Pipe, (Northwest Pipe), Saginaw, TX

### **Inspection Services For Capital Improvement Projects**

**Client:** Calleguas Municipal Water District

Bureau Veritas provided both field and shop Inspection Services for Calleguas Municipal Water District for several Capital Improvement Projects consisting of the shop fabrication of large diameter water transmission pipe and fittings. In addition to the water transmission projects, Bureau Veritas also provided shop inspection of plate and structural steel related components associated with the construction of two 5 Million Gallon and one 2.5 Million Gallon steel reservoirs. The field inspections consisted of erection, welding inspection and protective coatings inspection. Bureau Veritas staffed this project at various California fabrication plants.

### **In Plant Inspection As-Needed Support Services**

**Client:** San Diego County Water Authority

Bureau Veritas provided shop inspection services for San Diego County Water Authority on the following projects:

- Moreno Lakeside Project (2002)
- Helix 6, 7, 8 FCF Project (2001)
- Olivenhain Pump Station Project (2002)
- Otay 14 FCF Project (2001)

Bureau Veritas provided inspection services of large diameter spiral welded and can pipe ranging from 62" to 110" diameter that were fabricated into specialty fittings and vault structures. Inspection services too place at several locations throughout the United States of Ball Valves, Butterfly Valves and Sleeve Valves ranging from 6" to 42" in diameter, which consisted of the witness of seat leak test, hydrostatic test, operational tests and coating inspections. Bureau Veritas provided the above referenced services at the following locations:

Steel Pipe and Fittings

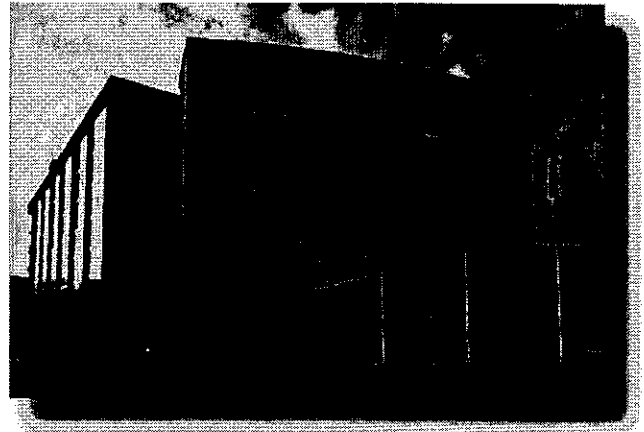
- Jiffco Pipe Fabricators, Livermore, CA
- California Pipe Fabricators, Dixon, CA
- International Pipe Fabricators, Heber, CA
- Ameron International, Fontana, CA
- Northwest Pipe Fabricators, Adelanto, CA and Portland OR
- Roscoe Moss Fabricators, Los Angeles, CA



## Additional Plan Check and Inspection Experience

### Third Party Plan Review *City of Stockton*

Bureau Veritas frequently provides third party plan review services to the City of Stockton. We have provided full plan review as well as partial plan review to clients requiring a quick turnaround, or who may have complex projects needing plan review engineers with specialized experience.



Partial list of projects include:

- Staples Distribution Warehouse - 401,000 square feet - Addition
- University Plaza Waterfront Hotel - 7-Story - Remodel
- Super Walmart Revisions - 180,000 square feet
- Cost Plus World Market - TI Conversion to Mercantile
- Citadel Broadcasting - TI - 17,000 square feet broadcasting facility

#### **Staples Distribution Warehouse:** 401,000 square feet - Addition and Building Connections

The Staples Distribution Warehouse constructed a 60'x390' connector to combine two buildings into one structure. Occupancy includes B and S-1 with a Construction Type of III-N.

#### **University Plaza Waterfront Hotel:** 7-Story Mixed Used Building - Remodel

This project consisted of the remodel of 42 condominium units on floors 5, 6, and 7, of the University Plaza Waterfront Hotel. BVNA provided a full review including disabled access for these 2 conversion floors.

#### **Super Walmart Revisions:** 180,000 square feet

#### **Cost Plus World Market:** TI Conversion to Mercantile

#### **Citadel Broadcasting:** TI - 17,000 square feet broadcasting facility

### Plan Review Services *City of Burlingame*

Bureau Veritas staff reviews plans for a wide range of projects for the City of Burlingame. Staff has reviewed commercial buildings, condominiums, office buildings, medical offices, residential projects, tenant improvements of various complexities as well as buildings for assembly occupancies. Bureau Veritas provides a plan review licensed engineer two days per week to the City.

"Excellence in customer service is a hallmark of the City of Burlingame. Bureau Veritas participates in that tradition of excellence by providing thorough, on-time reviews of plans for compliance with the California Building Codes. Over the years Bureau Veritas has become part of the Burlingame team."

— Joseph Cyr, Chief Building Official, City of Burlingame

**Building and Safety Administration  
City of West Sacramento**

Additional projects include:

**City Hall:** Completed in December 2003, this landmark building in the City of West Sacramento has set the tone for the revitalization of West Capitol Avenue, the City's main thoroughfare. This project came in on time and under budget with the help of our plan checkers and inspectors becoming an integral part of the construction team. Total construction valuation for the project was \$8,238,659.



**CalSTRS Headquarters:** The owner desired to achieve a LEED Gold rating on this new headquarters building which incorporated mixed-use elements and energy-efficiency into the design and operation. Consequently, not only were minimum standards of code enforced, but our Inspector-of-Record also monitored that plans and specifications were followed closely to achieve the desired LEED Gold rating designation. Additionally, construction utilized a unique "team-build" approach to enable simultaneous development and construction that reduced planning time as well as development and construction costs.

**River Cats Stadium:** The River Cats has become synonymous with family fun and great sports. Our pennant winning team provides low-cost fun and builds community pride not only for the City of West Sacramento citizen's but for the entire Sacramento area. It has now become a venue for musical events that normally would be conducted out of the area. Once again our plan check team and inspectors continually work closely with River Cats management team to bring the safest experience possible for everyone.

**IKEA Store:** This 330,000+ sq. ft. retail facility has a complicated exiting plan, many mixed uses, and is designed with strict European guidelines that do not always match Title 24 requirements. The IKEA project the exiting system was extensive and complex while the building facility also called for high pile storage for racks approximately 35' high as well while incorporating a complex fire sprinkler system. Exit signs were added to help clarify the door locations upstairs.

**Fuel Cell Facility:** The facility, which has been open for more than 6 years, is on the cutting edge of automotive fuel technology. Its main driving force is to find efficient methods of fuel without exploiting the existing petroleum supplies throughout the world.

**Jackson Laboratory:** This ever growing laboratory raises genetically altered mice in clean rooms to discover and determine the outcomes of genetic changes and defects to a normal DNA system. This is the largest facility on the West Coast and is a direct support for the UC Davis Animal Facility Center.

**Old Dominion Freight Line:** This project includes a 75,274 square foot trucking terminal, 19,118 square foot maintenance shop, 14,466 square foot dock canopy and 3,200 square foot fueling station canopy. Total project valuation is approximately \$9.5 million.

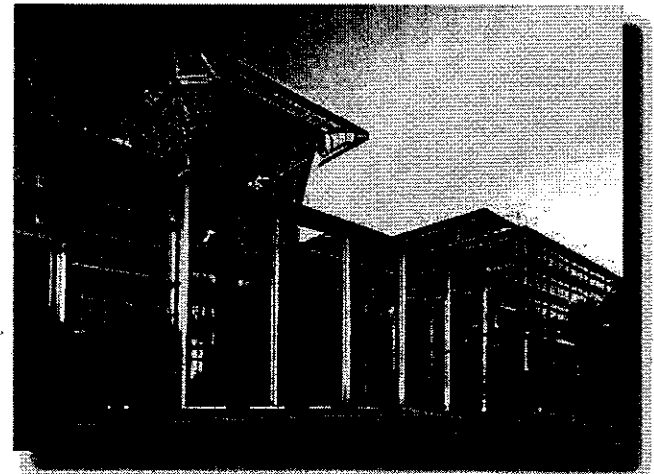


**Building Plan Review & Inspection, CalPERS  
Headquarters  
City of Sacramento**

**Client:** Kleinfelder  
**Contact:** Ted Oien, Manager,  
Construction Materials Testing  
3077 Fite Cr.,  
Sacramento, CA 95827  
(916) 966-1701

**Dates of Service:** 2002 – 2010

Bureau Veritas was commissioned to provide an ADA, T-24 Accessibility Survey for the State of California's CalPERS Retirement headquarters located in Sacramento. Our duties included the review and inspection of the exterior and interior to the facility as well as to review and inspect the site for access compliance. The inspection included thousands of photos. Detailed reports for each of the floors were developed. Bureau Veritas also provided building inspection and quality assurance services for the \$200 million CalPERS expansion project. Two full-time inspectors were onsite to provide required building inspection services as well as to oversee all special inspections and testing for the project. Three CalPERS buildings are located at 400 Q Street, Sacramento. The CalPERS Lincoln Plaza East/West expansion building is 560,000 sf. above ground with office and retail, 440,000 sf. two levels below ground, and includes 1,000 parking spaces. The CalPERS Lincoln Plaza North building is a six-story, 492,900 sf. office and retail building with 190,000 sf. of parking one level underground, with 415 spaces.



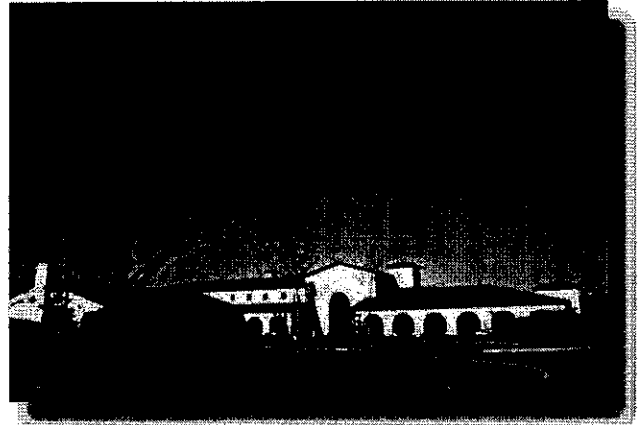
The high-tech nature of the building and desire to achieve a LEED Gold rating brought numerous technical challenges associated with potential groundwater issues with below-grade parking levels and incorporation of a six-story atrium and smoke control. Our Inspector-of-Record supervised special inspectors and proactively maintained close communication with the owner, construction manager, and stakeholders (e.g. including the State Fire Marshall's office) to address challenges quickly and to the satisfaction of the owner. One solution included recommending and observing cold smoke testing to monitor that smoke control levels would meet fire code requirements within the six-story atrium. This was successfully done on the initial test. Our staff also provided detailed inspection reports which also offered recommendations to efficiently resolve code issues during the construction phase.



## Statement Of Qualifications for City of Stockton PUR 17-001 | On-Call Building Plan Review and Inspection Services, Engineering Plan Review, and Floodplain Management

### Plan Review Services *City of Lincoln*

Bureau Veritas staff reviews plans for a wide range of projects for the City of Lincoln. Since the start of our relationship with the City we have reviewed several complex projects such as the Twelve Bridges Golf Course and Country Club, several master plan sets for new residential development, and large retail facilities, among others. We have also provided several inspectors over the years to provide Inspection services to the City when the City underwent unprecedented growth in recent years.



"We can call Bureau Veritas and they are responsive to our needs, this is something that they take pride in. They are certainly a company that stands behind their customer service."

— Todd Cunningham, Building Official, City of Lincoln

### Inspection Services *City of Rancho Cordova*

Bureau Veritas provides a full time Sr. Combination Building Inspector to the City of Rancho Cordova who works as an extension of the City staff and is able to perform many daily inspections as well as plan review. Recent projects include the construction of a new Walgreens, the Mather campus office building and a CVS pharmacy. Other recent projects also include:



**Cordova Restaurant and Casino:** Our inspector has been involved with the Cordova Restaurant and Casino project which included the total remodel of an existing building. The building and site needed to be brought up to current accessibility standards while complying with a tight construction time frame.

**Target:** This project included the construction of a new target store. Bureau Veritas staff had to ensure that the extremely tight construction schedule could be met.

**Kohl's:** This 78,398 square foot project included the complete demolition of the interior of an existing Mervyn's retail store as well as the interior improvements for Kohl's. The project was completed on a very tight construction schedule and included outdoor accessibility upgrades to the existing entrances and parking lot.



# Professional Service Fees





Statement Of Qualifications for City of Stockton  
PUR 17-001 | On-Call Building Plan Review and  
Inspection Services, Engineering Plan Review, and Floodplain Management**SCHEDULE OF FEES - REVISED 5/23/2017**

Our pricing reflects our commitment to the success of your project by helping you maintain significant quality and cost saving benefits moving forward.

These include:

- Reduced plan review turnaround times and quick inspection response time
- Commitment to maintain a proposed rate structure for the life of the initial contract period
- Highly qualified staff
- Confidence of working with a well-established consultant in business for 185+ years
- Next day inspections
- Same day inspections for urgent matters

Hourly rates for project personnel are outlined below:

**Staff Level Classifications** **Hourly Billing Rate\***

Structural Engineer	\$ 130
Civil Engineer	\$ 120
Plan Review Engineer	\$ 120
Building Official	\$ 130
Plan Reviewer	\$ 105
CASp Plan Reviewer/Inspector	\$ 110
OSHPD 3 Plan Review/Certification	\$ 125
Certified Floodplain Manager	\$ 130
Combination Inspection	\$ 100
Permit Technician	\$ 70
Administrative Support	\$ 65
Fire Plan Review	\$120

***\*Pricing assumes that this contract is non-prevailing wage - for any prevailing wage projects, BVNA will discuss rates with the City to account for the California Prevailing Wage requirements.***

***Overtime:*** All Employees classified as "non-exempt" by the U.S. Department of Labor will be compensated at 1-1/2 times salary for overtime hours as per State and Federal wage and hour laws. No overtime will be charged without prior consent.

*This fee proposal is valid from January 1, 2017 thru December 31, 2017 and is subject to annual review and adjustment, with the approval of the City.*

Resolution No. **2017-06-20-1103**

## **STOCKTON CITY COUNCIL**

=====

**RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

Development is cyclical, and during an improving economy the demand for building plan review and inspection services can outpace staffing levels; and

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods; and

On March 29, 2017, a Request For Qualifications (RFQ) for development related Building Plan Check, Inspection and Engineering on-call services was posted to the City's Bid Flash web page in order to develop a pool of qualified firms (PUR 17-001); and

RFQs were reviewed by an evaluation panel consisting of three CDD staff and selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service and total hourly cost rate to the City; and

Four out of the five firms were recommended for the pool as follows: 4LEAF, Inc. Fair Oaks, CA; CSG Consultants, Inc., Sacramento, CA; Bureau Veritas North America, Inc., Sacramento, CA; and West Coast Code Consultants, Inc., San Ramon, CA; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:**


1. The "Professional Services Master Agreement," attached hereto as Exhibit 2 and incorporated by this reference, between the City of Stockton and each of the following firms is hereby authorized and approved for the establishment of a Vendor Pool:
  - a. 4LEAF, Inc. Fair Oaks, CA
  - b. CSG Consultants, Inc., Sacramento, CA
  - c. Bureau Veritas North America, Inc., Sacramento, CA
  - d. West Coast Code Consultants, Inc., San Ramon, CA

Firm qualifications, staffing plans, and standard hourly rates schedules are found in Exhibit 1, which is also attached and incorporated by this reference.

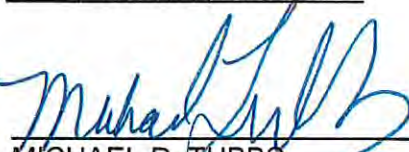
2. The City Manager is hereby authorized and directed to execute the Professional Services Master Agreement with each of the vendor pool firms on behalf of the City of Stockton.
3. The City Manager is hereby authorized to enter into amendments to the Professional Services Master Agreement with each of the firms in the vendor pool in a total amount not to exceed \$480,000 across all vendors.
4. The City Manager is hereby authorized to take whatever actions are necessary and appropriate to carry out the purpose and intent of this Resolution.

PASSED, APPROVED, and ADOPTED June 20, 2017.

ATTEST:

  
BONNIE PAIGE  
City Clerk of the City of Stockton



  
MICHAEL D. TUBBS  
Mayor of the City of Stockton

..title

**AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

..recommended action

**RECOMMENDATION**

It is recommended that the City Council adopt a resolution to authorize the City Manager to:

1. execute a Professional Services Master Agreement with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
  - a. 4LEAF, Inc. Fair Oaks, CA;
  - b. Bureua Veritas North America, Inc. Sacramento, CA;
  - c. CSG Consultants, Inc. Sacramento, CA;
  - d. West Coast Code Consultants, Inc. San Ramon, CA
2. execute amendments to the Professional Services Master Agreement for individual projects in an amount not to exceed \$480,000 across the entire vendor pool; and
3. authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the resolution.

..body

**Summary**

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. Because of this cycle, adding permanent staff to meet the increased demand is not always prudent and can lead to overstaffing when the economy is in decline. The Community Development Department (CDD) is completing multi-year forecasts and staffing to the lowest estimated need in the upcoming years. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as specialized staff availability for unique or very complicated projects.

Therefore, staff recommends Council adopt a resolution to authorize the City Manager to execute a Professional Services Master Agreement with four professional firms as detailed above for an initial three-year term with an option to extend the agreement for

up to two additional one-year periods. Costs associated with the Professional Services Master Agreement are covered by fees collected from each project applicant before plan reviews or inspections are conducted. Compensation under the proposed agreement is limited to a cumulative amount of \$480,000 for all vendors.

## DISCUSSION

### Background

As part of the current fiscal year budget development and adoption, a combination of modest staffing increases and use of consulting services was determined to be the most responsible way to address increasing development activity and increased demand for Building Division activities such as plan check (building, engineering, and backup fire plan check), inspection, counter staffing and flood plain management. This approach avoids over-hiring of permanent staff in response to cyclical development activity by using consultants to augment staffing and procure specialized planning services that would not be economical to provide by hiring permanent specialist staff.

There has been a rapid increase in development project valuation in the City of Stockton over the last several years as the market continued an upward trend that resulted in increased planning and building permit activity and economic growth. Below, by fiscal year, are building permit valuations for recent fiscal years:

- FY 2012-13: \$121 million
- FY 2013-14: \$141 million
- FY 2014-15: \$215 million
- FY 2015-16: \$315 million
- FY 2016-17: \$275 million (Projected)

Permit valuation has largely increased due to the volume, type, and complexity of projects as the economy improves. Although projected valuation for FY 2016-17 is expected to dip from that of FY 2015-16, valuations remain robust. Therefore, the CDD plans to continue to utilize consultants to provide the necessary flexibility to respond to cyclical demand, assist when full-time staff shortages occur, and provide specialized knowledge or training when required.

This affords the department the ability to quickly change the scale and scope of staffing support levels to correspond to workload needs at any time while maintaining high levels of customer service. Fees are collected from the applicant before any plan review, or inspection services are performed. Maintaining a pool of multiple firms provides the department the flexibility to select the appropriate consultant based on the specific project-related work and the availability of staff.

The CDD currently maintains two contracts for on-call services (building inspectors and plan checkers, permit technicians, licensed engineers, and certified building officials). Under the existing contracts 4LEAF invoices to date are \$281,688.23 and CSG invoices

to date are \$260,858.13 (69% expended). Each firm was used based on ability to provide qualified, experienced staff at the time of the City's request. These contracts were originally approved in Fiscal Year (FY) 2015-16 for two years and expire on June 30, 2017. Due to an improving economy and the tightening of the labor pool in specialized building services, having a Professional Services Master Agreement with four consultants will allow the City to provide a better spectrum of services and enable the department to respond to short-term increases in building activity, staff vacancies, and adhere to established timelines, policies, and legal requirements.

### Present Situation

On March 29, 2017, a Request For Qualifications (RFQ) was posted to the City's Bid Flash web page. Five RFQ submittals were received on April 20, 2017, from the following vendors:

- 4Leaf, Inc., Fair Oaks, CA
- Bureau Veritas North America, Inc., Sacramento, CA
- CSG Consultants, Inc., Sacramento, CA
- EsGil Corporation, a SAFEbuilt Company, Loveland, CO
- West Coast Code Consultants, Inc., San Ramon, CA

An evaluation panel consisting of three CDD staff reviewed the submissions and recommended four out of the five. The selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service, and the total hourly rate cost to the City. The pool of consultants will provide additional coverage for City service demands, and to allow a larger pool of selected consultants the opportunity to complete City work.

The Professional Services Master Agreement will apply to all four firms for services over a three (3) year period, on an as-needed basis, with the total aggregate compensation paid to all four firms not to exceed \$480,000 (Exhibit 2 to the Resolution - Professional Services Master Agreement). Each selected firm's statement of qualifications, proposed staffing, and standard rate schedule for services, are included in Exhibit 1 to the Resolution.

Once the Master Agreement is in place, firms can be selected from the pool to perform work specific to each project. Project specific scope of work and fees for professional services will be submitted from the selected firms. Final scope of work and fees will be adopted via an amendment to the Professional Services Master Agreement on a project-by-project basis.

This level of contract capacity will allow the department to adjust resources as necessary to provide high quality, timely work. The CDD continues to implement process improvements while monitoring workload and demand to ensure that full-time and contract staffing levels are appropriately balanced, re-evaluating these needs

annually. Authorizing the City Manager to execute the Professional Services Master Agreement, and establish the pool will allow the CDD to continue to meet service delivery goals in an efficient, timely, and professional manner.

#### FINANCIAL SUMMARY

Funding for the Professional Services Master Agreement is included in the proposed FY 2017-18 budget for \$320,000. The remaining portion of \$160,000 is expected to be appropriated in the FY 2018-19 fiscal year budget and funded from the same account.

FY 2017-18: 048-1830-530.20-66	\$320,000
FY 2018-19: 048-1830-530.20-66	<u>\$160,000</u>
TOTAL	\$480,000

## EXHIBIT E

## EXHIBIT 2

**Insurance Requirements for Professional Services**

*Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.*

**MINIMUM SCOPE AND LIMIT OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the **general aggregate limit shall be twice** the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. ***(Not required if consultant provides written verification it has no employees)***
4. **Professional Liability (Errors and Omissions)** Insurance appropriate to the Consultant's profession, with limit no less than **\$2,000,000** per occurrence or claim, \$2,000,000 aggregate. (If Claims-made, see below.)

If the Consultant maintains higher limits than the minimums shown above, the City of Stockton requires and shall be entitled to coverage for the higher limits maintained by the consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Stockton.

**Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions:

**Additional Insured Status**



## EXHIBIT E

## EXHIBIT 2

**The City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers are to be covered as additional insureds** on the CGL policy and AL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (**at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used**).

**Primary Coverage**

For any claims related to this contract, the **Consultant's insurance coverage shall be endorsed as primary** insurance as respects the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers. Any insurance or self-insurance maintained by the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers shall be excess of the Consultant's insurance and shall not contribute with it. The City of Stockton does not accept endorsements limiting the Consultant's insurance coverage to the sole negligence of the Named Insured.

**Notice of Cancellation**

Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to the City of Stockton.**

***Waiver of Subrogation***

Consultant hereby grants to City of Stockton a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City of Stockton by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Stockton has received a waiver of subrogation endorsement from the insurer.

***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the City of Stockton Risk Services. The City of Stockton may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

**Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII if admitted to do business in the State of California; if not admitted to do business in the State of California, insurance is to be placed with insurers with a current A.M. Best's rating of no less than A+:X.

**EXHIBIT E****EXHIBIT 2*****Claims Made Policies***

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. If Claims Made policy form is used, a three (3) year discovery and reporting tail period of coverage is required after completion of work.

**Verification of Coverage**

Consultant shall furnish the City of Stockton with original certificates and amendatory endorsements required by this clause. All certificates and endorsements are to be received and approved by the City of Stockton Risk Services before work commences. Failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City of Stockton reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time, for any reason or no reason.

Consultant shall, prior to the commencement of work under this Agreement, provide the City of Stockton with a copy of its Declarations Page and Endorsement Page for each of the required policies.

**Certificate Holder Address**

Proper address for mailing certificates, endorsements and notices shall be:

- City of Stockton
- Attention: Risk Services
- 425 N El Dorado Street
- Stockton, CA 95202

City of Stockton Risk Services Phone: 209-937-5037

City of Stockton Risk Services Fax: 209-937-8558

**Maintenance of Insurance**

If at any time during the life of the Contract or any extension, the Consultant fails to maintain the required insurance in full force and effect, all work under the Contract shall be discontinued immediately. Any failure to maintain the required insurance shall be sufficient cause for the CITY to terminate this Contract.

**Subcontractors**

*Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that City of Stockton is an additional insured on insurance required from subcontractors.*

**EXHIBIT E**

**EXHIBIT 2**

***Special Risks or Circumstances***

City of Stockton reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**MEMORANDUM**

June 26, 2017

TO: Kurt O. Wilson, City Manager

FROM: David Kwong, Director

**SUBJECT: PROFESSIONAL SERVICES MASTER TO ESTABLISH A POOL OF  
QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL  
CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND  
INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN  
MANAGEMENT SERVICES**

---

On June 20, 2017 the above item was approved by City Council by resolution number 17-06-20-1103. The contents of this item remain the same, of which, no changes have been made since its adoption by City Council. With the action taken by the City Council, the City Manager is authorized to execute the attached document(s).

FOR DAVID KWONG



---

DAVID KWONG, DIRECTOR  
COMMUNITY DEVELOPMENT DEPARTMENT

6/26/17  
DATE

---

DK:mm

Attachments



RECEIVED

City Manager's Office  
Date Received JUL 05 2017  
City of Stockton

## CONTRACT ROUTING FORM



Contract Number 2017-DE-20-1103-D1 LP  
(For Clerk's Use)

## CONTRACT TYPE (select one)

- ☒ Original ☐ Amendment/Renewal/Change Order ☐ Grant  
☐ Subdivision Agreement ☐ Other \_\_\_\_\_

## CONTRACT INFORMATION

Contract Amount: \$ 480,000

Contract Title: Professional Services Master Agreement to establish vendor pool for on-call Building Plan Check, et al.  
Vendor/Other Party: 4LEAF, Bureau Veritas, CSG Consultants, West Coast Code Consultants (WC3)  
Contract Start Date: July 10, 2017 Contract End Date: June 30, 2020 Contract Term: 3-Yrs (2) 1-year ext.

COUNCIL APPROVAL REQUIRED? ☒ Yes ☐ No (provide account # if no)

Council approval required for contracts over \$ 75,000 for FISCAL YEAR: 2017-18  
Motion/Resolution/Ordinance No: 17-06-20-1103 Must be Attached ☒

## REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):

Business License Required? ☒ Yes ☐ No Business License No. 4LEAF 18 00078218 BV 18 00127671  
Bonds Required? ☐ Yes ☒ No CSG 18 00114727 WC3 18 00127495  
Insurance Required? ☒ Yes ☐ No  
Notary Required? ☐ Yes ☒ No Recordation Required? ☐ Yes ☒ No

## Routing Order

## 1 DEPARTMENT: CDD

DEPARTMENT HEAD APPROVAL Mark Martin date: 6/26/17  
Project Mgr: Mark Martin ext: 8544 Staff: Jobi Adams ext: 8564  
Forwarded to: Raeann Cycenas on: 6/26/2017 by: Mark Martin

## 2 VENDOR/OTHER PARTY

Signed (2) originals on: 6/16/17  
Forwarded to: MARK MARTIN on: 6/16/17 by: BUREAU VERITAS

## 3 RISK SERVICES

Insurance approved on: 7-5-17 by: MB Bonds approved on: — by: —  
Forwarded to: Lori Asuncion / T. JONES on: 7/5/17 by: M. MARTIN RM #: 17-307

## 4 CITY ATTORNEY

Approved as to Form and Content on: 7/8/17 by: dhugh  
Forwarded to: Scott Carney on: 7-5-17 by: RMart

## 5 CITY MANAGER

Signed by City Manager on: 7/19/17 Forwarded to: Clerk on: 7/19/17 by: MB

## 6 CITY CLERK

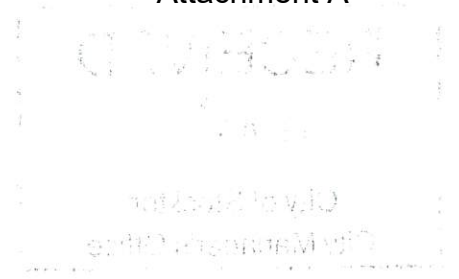
City Clerk attested on: 7-24-17 Returned ( 1 ) original(s) to dept. on: 7-24-17 by: CMartin  
Retained ( 1 ) original(s) for City's file. Hard Copy on file? Yes ☒ No ☐ OB # \_\_\_\_\_

## 7 ORIGINATING DEPARTMENT:

Requisition No. \_\_\_\_\_ Original sent to vendor on: \_\_\_\_\_ by: \_\_\_\_\_  
Copy of contract to be retained by department. Original on file in the Clerk's office.  
Copy of contract sent to Purchasing on: \_\_\_\_\_ by: \_\_\_\_\_

## 8 PURCHASING: Purchase Order No. \_\_\_\_\_ PUR No. \_\_\_\_\_

2017-DE-20-1103-D1 LP





## PROFESSIONAL SERVICES MASTER AGREEMENT

THIS AGREEMENT is entered into this 19 day of July 2017, between the **CITY OF STOCKTON**, a municipal corporation ("City") and **4LEAF, Inc.** a California "C" Corporation whose address is 8896 N. Winding Way, Fair Oaks, CA 95628 and telephone number is (925) 462-5959, ("Consultant"), and **Bureau Veritas North America, Inc.** a Delaware Corporation whose address is 180 Promenade Circle, Suite 150, Sacramento, CA 95834 and telephone number is (916) 725-4200, ("Consultant"), and **CSG Consultants, Inc.** a California Corporation whose address is 1022 G Street, Sacramento, CA 95814 and telephone number is (916) 492-2275, ("Consultant"), and **West Coast Code Consultants, Inc.** a California "S" Corporation whose address is 2400 Camino Ramon Ste. 240, San Ramon, CA 94583 and telephone number is (925) 275-1700, ("Consultant").

### RECITALS

A. Consultant is qualified and experienced in providing on-call building plan review and inspection services, engineering plan review including CASp compliance and OSHPD 3 certification, construction and floodplain management for the purposes specified in this Agreement.

B. City finds it necessary and advisable to use the services of the Consultant for the purposes provided in this Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants and conditions in this Agreement, City and Consultant agree as follows:

1. **Consultant's Services.** Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). Consultant shall provide said services at that time, place and in the manner specified in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2. **City Assistance, Facilities, Equipment and Clerical Support.** Except as set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), Consultant shall, at its sole cost and expense, furnish all facilities and equipment that may be required for furnishing services pursuant to this Agreement. City shall furnish to Consultant only the facilities and equipment listed in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), according to the terms and conditions set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2017-06-20 - 1103-02 MP

3. **Term.** Consultant shall perform the scope of work as described in in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), which is attached to this Contract and incorporated by this reference. This Agreement shall commence on the date written above and shall expire on June 30, 2020, with option for up to two one-year extensions with a 3% annual increase; provided, however the parties may agree to change either the commencement or expiration date.

4. **Compensation.** City shall pay Consultant for services rendered pursuant to this Agreement not to exceed hourly rates as described more particularly under Professional Services Fees found in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Compensation for services and reimbursable expenses shall be paid in an amount not to exceed Four Hundred Eighty Thousand Dollars (\$480,000.00) total across all consultants. CONSULTANT acknowledges that this amount includes total compensation across four contracts.

a. Invoices submitted by Consultant to City must contain a brief description of work performed, time used and City reference number. Payment shall be made within thirty (30) days of receipt of Consultant's invoice and approved by City.

b. Upon completion of work and acceptance by City, Consultant shall have sixty (60) days in which to submit final invoicing for payment. An extension may

be granted by City upon receiving a written request thirty (30) days in advance of said time limitation. The City shall have no obligation or liability to pay any invoice for work performed which the Consultant fails or neglects to submit within sixty (60) days, or any extension thereof granted by the City, after the work is accepted by the City.

5. **Sufficiency of Consultant's Work.** All reports, drawings, designs, plan review comments and work product of Consultant shall be adequate and sufficient to meet the purposes for which they are prepared.

6. **Ownership of Work.** All reports, drawings, designs, plan review comments, work product, and all other documents completed or partially completed by Consultant in the performance of this Agreement shall become the property of the City. Any and all copyrightable subject matter in all materials is hereby assigned to the City and the Consultant agrees to execute any additional documents that may be necessary to evidence such assignment. All materials shall be delivered to the City upon completion or termination of the work under this Agreement. If any materials are lost, damaged or destroyed before final delivery to the City, the Consultant shall replace them at its own expense. Consultant shall keep materials confidential. Materials shall not be used for purposes other than performance of services under this Agreement and



shall not be disclosed to anyone not connected with these services, unless the City provides prior written consent.

7. **Changes.** City may request changes in the scope of services to be provided by Consultant. Any changes and related fees shall be mutually agreed upon between the parties and subject to a written amendment to this Agreement.

8. **Consultant's Status.** In performing the obligations set forth in this Agreement, Consultant shall have the status of an independent contractor and Consultant shall not be considered to be an employee of the City for any purpose. All persons working for or under the direction of Consultant are its agents and employees and are not agents or employees of City.

9. **Termination for Convenience of City.** The City may terminate this Agreement at any time by mailing a notice in writing to Consultant. The Agreement shall then be deemed terminated and no further work shall be performed by Consultant. If the Agreement is so terminated, the Consultant shall be paid for that percentage of the work actually completed at the time the notice of termination is received.

10. **Non-Assignability.** The Consultant shall not assign, sublet, or transfer this Agreement or any interest or obligation in the Agreement without the prior written consent of the City, and then only upon such terms and conditions as City may set forth in writing. Consultant shall be solely responsible for reimbursing subcontractors.

11. **Indemnity and Hold Harmless.** Consultant shall defend, indemnify, and hold harmless, the City and its officers, agents and employees from and against all claims, losses, damage, injury, and liability for damages arising from, or alleged to have arisen from, errors, omissions, negligent or wrongful acts of the Consultant in the performance of its services under this Agreement, regardless of whether the City has reviewed or approved the work or services which has given rise to the claim, loss, damage, injury or liability for damages. This indemnification shall extend for a reasonable period of time after completion of the project as well as during the period of actual performance of services under this Agreement. The City's acceptance of the insurance certificates required under this Agreement does not relieve the Consultant from its obligation under this paragraph.

12. **Insurance.** During the term of this Agreement, Consultant shall maintain in full force and effect at its own cost and expense the insurance coverage as set forth in Exhibit E – Insurance Requirements for Provisions, and shall otherwise comply with the other provisions of Exhibit E.

13. **Notices.** All notices herein required shall be in writing and shall be sent by certified or registered mail, postage prepaid, addressed as follows:

Consultant:	4LEAF, Inc. Kevin J. Duggan 8896 North Winding Way Fair Oaks, CA 95628	City:	City Manager City of Stockton 425 N. El Dorado Street Stockton, CA 95202
-------------	---	-------	---

Bureau Veritas North America  
Craig Baptista  
180 Promenade Ci, Ste. 150  
Sacramento, CA 95834

CSG Consultants, Inc.  
Cyrus Kianpour  
1022 G Street  
Sacramento, CA 95814

West Coast Code Consultants, Inc.  
Giyen Senaratne  
2400 Camino Ramon Ste. 240  
San Ramon, CA 94583

14. **Conformance to Applicable Laws.** Consultant shall comply with all applicable Federal, State, and Municipal laws, rules, and ordinances. Consultant shall not discriminate in the employment of persons or in the provision of services under this Agreement on the basis of any legally protected classification, including race, color, national origin, ancestry, sex or religion of such person.

15. **Licenses, Certifications and Permits.** Prior to the City's execution of this Agreement and prior to the Consultant's engaging in any operation or activity set forth in this Agreement, Consultant shall obtain a City of Stockton business license, which must be kept in effect during the term of this Agreement. Consultant covenants that it has obtained all certificates, licenses, permits and the like required to perform the services under this Agreement.

16. **Records and Audits.** Consultant shall maintain all records regarding this Agreement and the services performed for a period of three years from the date that final payment is made. At any time during normal business hours, the records shall be made available to the City to inspect and audit.

17. **Confidentiality.** Consultant shall exercise reasonable precautions to prevent the unauthorized disclosure and use of City reports, information or conclusions.

18. **Conflicts of Interest.** Consultant covenants that other than this Agreement, Consultant has no financial interest with any official, employee or other representative of the City. Consultant and its principals do not have any financial interest in real property, sources of income or investment that would be affected in any

manner of degree by the performance of Consultant's services under this Agreement. If such an interest arises, Consultant will immediately notify the City.

19. **Waiver.** In the event either City or Consultant at any time waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or of any other covenant, condition or obligation.

20. **Governing Law.** California law shall govern any legal action pursuant to this Agreement with venue for all claims in the Superior Court of the County of San Joaquin, Stockton Branch or, where applicable, in the federal District Court of California, Northern District, Sacramento Division.

21. **No Personal Liability.** No official or employee of City shall be personally liable to Consultant in the event of any default or breach by the City or for any amount due Consultant.

22. **Exhibits.** All exhibits referred to herein are attached hereto and are by this reference incorporated herein.

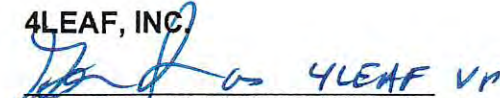
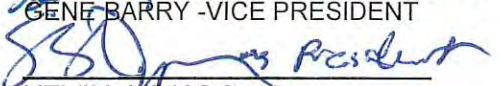
23. **Scope of Agreement.** This writing constitutes the entire Agreement between the parties. Any modification to the Agreement shall be in writing and signed by both parties.

THIS AGREEMENT executed the date and year first above written.


CITY OF STOCKTON

  
KURT O. WILSON  
CITY MANAGER

4LEAF, INC.

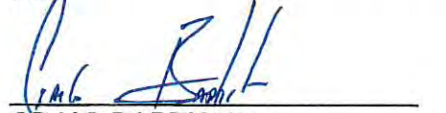
  
GENE BARRY - VICE PRESIDENT  
  
KEVIN J. DUGGAN  
PRESIDENT

CSG CONSULTANTS, INC.

  
CYRUS KIANPOUR  
PRESIDENT

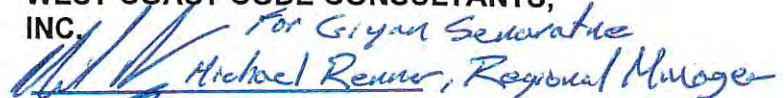

  
Charles D. Rider Sec.

BUREAU VERITAS NORTH AMERICA,  
INC.

  
CRAIG BAPTISTA  
PRESIDENT Director of operations

  
Andrea Coley

WEST COAST CODE CONSULTANTS,  
INC.

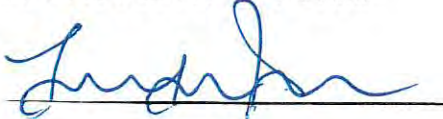
  
For Geyan Senaratne  
Michael Renner, Regional Manager  
  
CHRIS ROSE - OPS MANAGER  
GEYAN SENARATNE  
PRESIDENT

ATTEST:

  
BONNIE PAIGE  
CITY CLERK

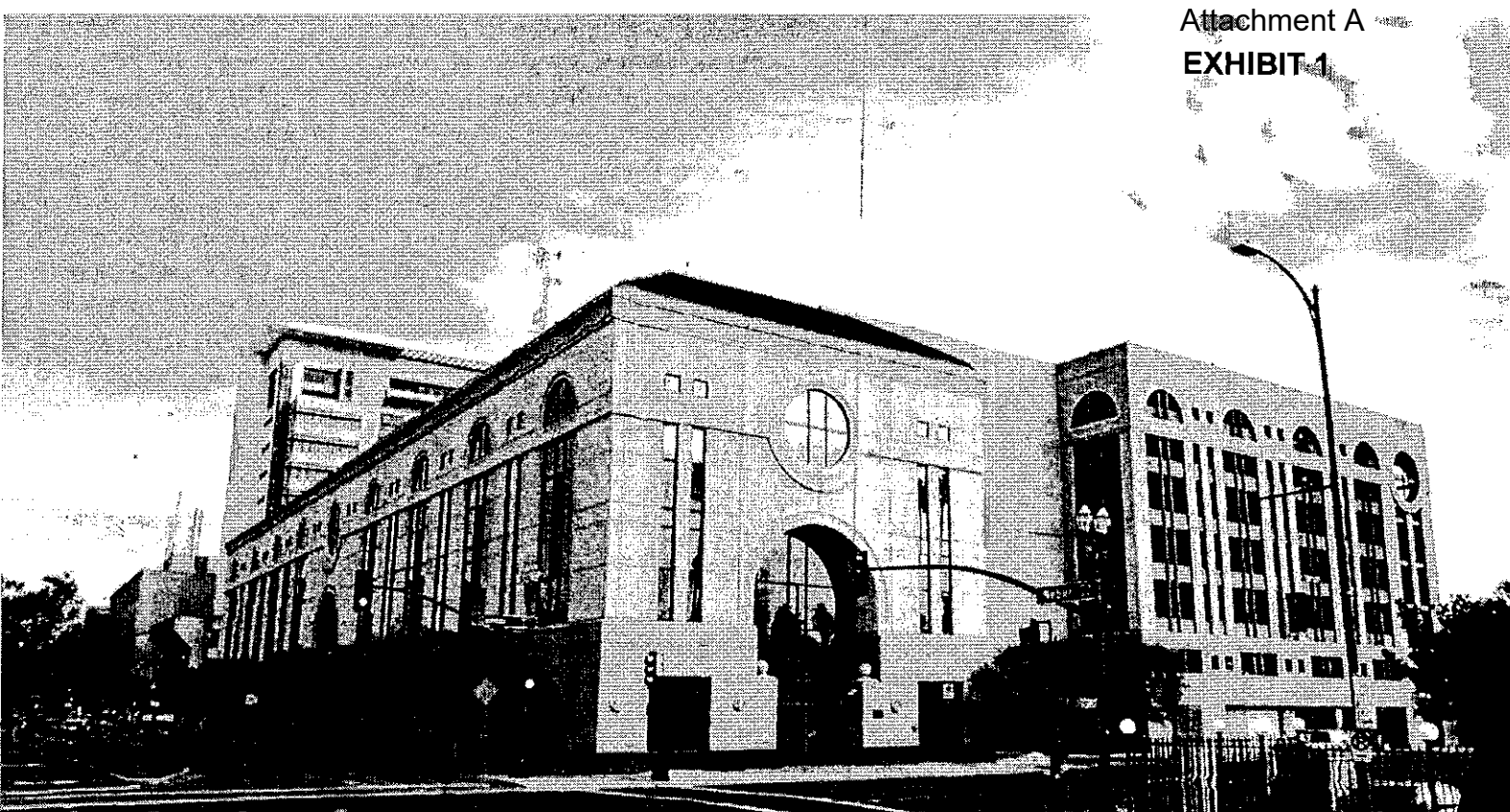


APPROVED AS TO FORM:



Taryn N. Jones  
Deputy City Attorney

[If Consultant is a corporation  
signature(s) must comply with  
Corporations Code §313.]



---

STATEMENT OF QUALIFICATIONS TO THE  
**City of Stockton**

**On-Call Building Plan Review and Inspection  
Services, Engineering Plan Review, and Floodplain  
Management (PUR 17-001)**

APRIL 20, 2017



1022 G Street  
Sacramento, CA 95814  
916.492.2275 phone  
916.492.2276 fax  
[www.csgegr.com](http://www.csgegr.com)

## **Table of Contents**

<b>SECTION 1</b>	<b>Letter of Introduction</b>
<b>SECTION 2</b>	<b>Firm Experience and Qualifications</b>
<b>SECTION 3</b>	<b>Project Personnel</b>
<b>SECTION 4</b>	<b>Project Experience &amp; References</b>
<b>SECTION 5</b>	<b>Service Plan</b>
<b>SECTION 6</b>	<b>Resumes</b>

**This document is formatted for double-sided printing.**

# Letter of Introduction

April 20, 2017

City Clerk  
City of Stockton  
425 North El Dorado Street  
Stockton, CA 95202

**RE: On-Call Building Plan Review and Inspection Services, Engineering Plan Review, and Floodplain Management (PUR 17-001)**

**CSG Consultants, Inc. (CSG)** is pleased to present this statement of qualifications to the City of Stockton (City) for on-call as-needed building plan review and inspection, engineering plan review, and floodplain management services for a three-year term, with up to two one-year extensions.

We understand the City is seeking firms to provide as-needed, on-call consulting services for variety of specialty services. Our firm brings specialized expertise, knowledgeable, and experienced staff. CSG can readily provide these services with the employees identified in this proposal, and **no subconsultants will be utilized**. Many of our proposed staff members are cross-trained in multiple service levels, providing our clients with increased efficiency as well as the ability to provide on-call staffing depending upon the City's fluctuating needs.

CSG currently furnishes building and safety, public works, planning, fire prevention, code enforcement and other municipal services to over 160 clients. We perform work solely for public agencies, eliminating the potential for conflicts of interest. In this way, we can focus exclusively on the specific needs of our municipal clients. We have a solutions-oriented approach to our work, leveraging our team's depth and breadth of experience and technical expertise to rectify issues for our clients. CSG has provided on-call consulting services to public agencies throughout the State of California. A sampling of communities for which we provide similar services include:

- ▶ City of Lincoln
- ▶ County of Sacramento
- ▶ County of Placer
- ▶ City of Patterson
- ▶ City of Roseville
- ▶ City Tracy

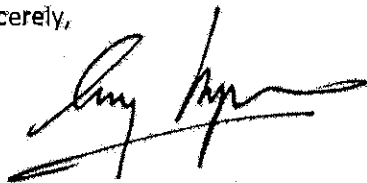
We can be available for meetings at City Offices when requested. **Bob Latz, CBO** will serve as the primary point of contact for this contract, all communication will be directed to him. His contact information is as follows:

**Bob Latz** | Regional Manager  
phone (209) 304-4603 | [bobl@csgengr.com](mailto:bobl@csgengr.com)

CSG is currently providing building plan review, fire plan review and inspection, staff augmentation, and engineering design services, and has recently provided floodplain management services to the City.

We are excited about the opportunity to continue serving the City of Stockton. If you have any questions or need additional information, please contact Mr. Latz at the information provided above.

Sincerely,



Cyrus Kianpour, PE, PL5  
President, CSG Consultants, Inc.







# Bob Latz CBO

Regional Manager

## LICENSES and CERTIFICATIONS

Certified Building Official  
 Certified Building Inspector  
 Certified Electrical Inspector  
 Certified Mechanical Inspector  
 Certified Plumbing Inspector  
 Certified Combination Inspector  
 Certified Access/ Plans Examiner  
 CA Commercial Building Inspector  
 CA Residential Building Inspector  
 CA Commercial Electrical Inspector  
 CA Residential Electrical Inspector  
 CA Commercial Mechanical Inspector  
 CA Residential Mechanical Inspector  
 CA Commercial Plumbing Inspector  
 CA Residential Plumbing Inspector  
 CA Commercial Combination Inspector  
 CA Residential Combination Inspector

| 0869074

Safety Assessment Program

| SAPC 50369

## EDUCATION

Certificate of Achievement, Building Technology  
 Butte College | Orville, CA

## PROFESSIONAL AFFILIATIONS

Building Official of the Year Award | California Fire  
 Protection, Buellton, CA  
 CALBO Board of Directors, Past President  
 CALBO Training Institute  
 | Chairman and Instructor  
 Sacramento Valley Association of Building Officials  
 | Past President  
 International Code Council  
 California Building Officials  
 CALBO Disaster Response Team Member  
 California Association of Code Enforcement  
 Western Pacific League of Building Officials, Past  
 President

Mr. Latz serves as Regional Manager for CSG Consultants. In this capacity, he provides governmental management support for building administration, building inspection, plan review, fire services, code enforcement, public works, and planning. Mr. Latz brings over 23 years of experience in the municipal field.

Mr. Latz has experience serving in both the public and private sector. He is currently serving as the Deputy Director/ Building Official of Community Development in the City of Stockton. Mr. Latz previously served as the Building Official for the Cities of Citrus Heights, Folsom, and Oakdale where he was responsible for overseeing the entire building department in each city. His responsibilities included managing the day-to-day operations of the building departments, including plan review, permit issuance, building inspection services and code enforcement. He was also instrumental in budget preparations for the departments, ensuring all local and state ordinances and codes were met, as well as managing personnel issues. In addition, Mr. Latz served as President of the Board of Directors for the California Building Officials Association and is the Chairman and a valued instructor for the CALBO Training Institute. Mr. Latz was recognized as the 2014 California Fire Chiefs Association Fire Prevention Officers Building Official of the Year.

## Firm Information and Qualifications

SECTION

2

**CSG Consultants, Inc. (CSG)** is a California company with our local office in Sacramento, approximately 50 miles from City Hall, and its corporate office in Foster City. Additional support is available from our other offices in Pleasanton, San Jose, Newman, and Orange. Founded in 1991, CSG performs work solely for public agencies, eliminating the potential for conflicts of interest between developers and the City. In this way, we can focus exclusively on the specific needs of our municipal clients.

CSG provides a wide range of services to community development and public works departments, often serving as a seamless extension of City staff. The majority of the 260+ individuals within our firm have provided public agency services throughout their entire careers. Our talented personnel having held similar positions with communities facing the same development issues as the City of Stockton bring a wealth of ideas, experience, and solutions.

**NAME OF FIRM:** CSG Consultants, Inc.

**PROJECT CONTACT:** Bob Latz, CBO | Regional Manager

**LOCAL OFFICE:** 1022 G Street, Sacramento, CA 95814  
(916) 492-2275 phone, (916) 492-2276 fax  
www.csngenr.com • Info@csngenr.com

**REGIONAL OFFICES:** 550 Pilgrim, Foster City, CA 94404  
3150 Almaden Expressway, Suite 255, San Jose, CA  
6200 Stoneridge Mall Road, Suite 300, Pleasanton, CA 94588  
930 Fresno Street, Newman, CA 95360  
3707 West Garden Grove Blvd, #100, Orange, CA 92868

**YEARS IN BUSINESS:** 26 • Founded in 1991

**EMPLOYEES:** 260+

**TYPE OF BUSINESS:** California Corporation • Incorporated June 15, 2000 • Federal ID: 91-2053749

## STAFF COMPOSITION

Our professional municipal services staff consists of:

- ▶ *Building Inspectors*
- ▶ *Building Plan Reviewers*
- ▶ *Fire Plan Reviewers & Inspectors*
- ▶ *Certified Floodplain Managers*
- ▶ *Program & Project Managers*
- ▶ *Planning Professionals*
- ▶ *CASp Professionals*
- ▶ *Structural Engineers*
- ▶ *Transportation Engineers*
- ▶ *Civil Engineers*
- ▶ *Construction Managers & Inspectors*
- ▶ *Plan and Map Review Engineers*

## MUNICIPAL SERVICES

Our services and project experience include the following areas of expertise:

### **BUILDING & FIRE LIFE SAFETY**

*Building Department Administration  
Building Plan Review and Inspection  
Fire Plan Review and Inspection  
Structural Plan Review  
OSHPD3 Review  
CASP Assessment and Inspection  
Public Facilities Assessment  
LEED/Green Building Services  
Code Compliance/Enforcement  
Staff Augmentation*

### **PUBLIC WORKS ENGINEERING & DESIGN**

*Capital Improvement Project Design:  
Transportation/Roadway, Water and  
Sewer Utilities, Traffic Engineering  
Development Review, Plan Check,  
Surveying and Mapping, Storm Water  
Program Compliance (NPDES,  
QSP/QSD)*

### **PLANNING & SUSTAINABILITY**

*Staff Augmentation for Current and  
Advance Planning  
Project Management Including Plan  
Amendments  
CEQA Environmental Review  
Energy Efficiency, Water Conservation,  
Solid Waste Program Development  
AB 32 Compliance/Climate Action Plan  
Development and Implementation  
Greenhouse Gas Reduction Strategies  
Grant Writing and Grant Management*

### **CIP PROJECT & PROGRAM MANAGEMENT**

*Capital Improvement Program  
Development and Implementation  
Federal and State Grant Administration  
Rule 20A Undergrounding  
Staff Augmentation Including: Design  
Consultant Coordination, Project  
Scoping, RFP Preparation*

### **INFORMATION TECHNOLOGY**

*GreenVue Software  
Digital Plan Review  
Electronic Archiving  
Web-Based Construction Management  
Asset Management  
Project Management  
GIS and IT Support*

### **CONSTRUCTION MANAGEMENT & INSPECTION**

*Contract Administration, including:  
Resident Engineer Oversight,  
Inspection and Construction  
Management  
Constructability/Bidability Reviews  
Cost and Schedule Control  
Claims Avoidance*

## FINANCIAL STABILITY & INSURANCE REQUIREMENTS

*CSG is privately held and just celebrated its 25-year anniversary. CSG has an existing relationship with the City of Stockton and provided over \$340,000 of services in calendar year 2016. CSG is financially sound with outside lines of credit available to support its operations and ample capability to deliver the proposed services. Reviewed consolidated financial statements can be provided separately, if requested.*

CSG currently meets the insurance requirements as indicated in Exhibit A of the Request for Qualifications. CSG's current coverage amounts are provided in the following table.

<b>COVERAGE</b>	<b>Limits of Liability</b>
<b>WORKERS COMPENSATION</b>	Statutory
<b>COMMERCIAL GENERAL LIABILITY</b>	\$1,000,000 Each Occurrence \$1,000,000 Personal & Advertising Injury \$2,000,000 General Aggregate
<b>AUTOMOBILE LIABILITY</b>	\$1,000,000 Combined Single Limit
<b>PROFESSIONAL LIABILITY</b>	\$5,000,000 Each Claim

# Project Personnel

## ORGANIZATIONAL STRUCTURE

CSG proposes the following staff and organizational structure for this project. **Bob Latz, CBO** will serve as the single point of contact for the City and will allocate appropriate levels of resources to this contract and will ensure that plan review work is comprehensive and thorough and meets the City's deadlines. Resumes of proposed staff are provided in **Section 6** of this proposal. **No subconsultants will be used on this contract.**



**Bob Latz, CBO**  
Project Manager

### ON-CALL BUILDING PLAN REVIEW

<b>Yvonne Christopher, CBO</b> <i>Senior Plans Reviewer</i>	<b>Phiroze Wadia, SE, LEED AP</b> <i>Structural Plans Review Engineer</i>
<b>Steve May</b> <i>Senior Plans Reviewer</i>	<b>Shweta Prakash, PE, CBO</b> <i>Plan Review Engineer</i>
<b>Ruby Vicencio, EIT</b> <i>Building Plans Reviewer</i>	<b>Samuel Tan, PE</b> <i>Plan Review Engineer</i>
<b>Mike Brinkman, CASp, CBO, MCP</b> <i>Senior Plans Reviewer</i>	<b>David Nesbet, PE</b> <i>Plan Review Engineer</i>
<b>Michael Loomis, SE, CBO, CASp, LEED AP</b> <i>Structural Plans Review Engineer</i>	<b>Farzam Tondnevis, PE</b> <i>Plan Review Engineer</i>
<b>Bounmy Soumountha, SE, CBO</b> <i>Structural Plans Review Engineer</i>	<b>Rajesh Vangala, CBO, CASp</b> <i>Building Plans Reviewer</i>
<b>Sayaka Yamane, PE, CBO, LEED AP, CBO</b> <i>Plan Review Engineer</i>	<b>Kit Wong</b> <i>Building Plans Reviewer</i>

### ON-CALL BUILDING INSPECTION

<b>Dan DeBarba</b> <i>Senior Building Inspector</i>	<b>William Scot Andrews</b> <i>Building Inspector</i>
<b>Jim Anders</b> <i>Senior Building Inspector</i>	<b>Mike Brinkman, CASp, CBO, MCP</b> <i>Senior Inspector</i>
<b>Dennis Edwards</b> <i>Senior Building Inspector</i>	

### ON-CALL ENGINEERING PLAN

**Frank Navarro, PE, QSD/P, CFM**  
*Principal Engineer*

**Eric Gonzales, PE**  
*Senior Engineer*

**Mehdi Sharifi, PE, LEED AP**  
*Senior Engineer*

**Babak Kaderi**  
*Associate Engineer*

**Michelle Bocalan, EIT**  
*Associate Engineer*

### ON-CALL FLOODPLAIN MANAGEMENT

**Frank Navarro, PE, QSD/P, CFM**  
*Principal Engineer*

**Babak Kaderi**  
*Associate Engineer*

### ON-CALL PERMIT TECHNICIAN

**Susan Blas**  
*Permit Technician*

**Tiffanie Redmon**  
*Permit Technician*

## STAFF QUALIFICATIONS

We take pride in providing personnel who have variety of project experiences, who are motivated to achieve the highest level of certification, and who have the personality and customer service skills that are crucial to on-the-job success. All CSG staff are certified and/or possess additional required certifications.

The table below illustrates the breadth and depth of personnel available for this contract.

[illegible]

**EXHIBIT 1**

CITY OF STOCKTON

STATEMENT OF QUALIFICATIONS FOR PUR 17-001

NAME	QUALIFICATIONS	LICENSE/ CERTIFICATION	OFFICE LOCATION
	Safety Assessment Program, SAPC FEMA IS-00700 National Incident Management Systems IACET First Responder Awareness (Assoc. of Bay Area Governments) California State Contractors License Structural Welder Certification Class	61387 6-1-06 66448 C-51D-28 688121 E7018	
<b>Michael Loomis, SE, PE, CBO, CASp, LEED AP</b> <i>Structural Plans Review Engineer</i>	Professional Engineer/Civil Engineer, State of California Professional Structural Engineer, State of California Certified Access Specialist (CASp), DSA LEED Accredited Professional Certified Building Official, ICC Certified California Building Plans Examiner, ICC Certified California Commercial Building Inspector, ICC Certified California Commercial Plumbing Inspector, ICC Certified California Residential Building Inspector, ICC Certified California Residential Plumbing Inspector, ICC Certified Certified Accessibility Inspector/Plans Examiner (BC, ICC) Certified CALGreen Plans Examiner, ICC Certified	60787 4824 099 8261448 8261448 8261448 8261448 8261448 8261448 8261448 8261448 8261448	Foster City
<b>Bounmy Soumountha, SE, CBO</b> <i>Building Official</i> <i>Structural Plan Review Engineer</i>	Professional Engineer, State of California Structural Engineer, State of California Building Official	32213 3062	San Jose
<b>Phiroze Wadia, SE, LEED AP</b> <i>Structural Plan Review Engineer</i>	Professional Structural Engineer, State of California Professional Civil Engineer, State of California Professional General Building Contractor, State of California LEED Accredited Professional	2020 20042 502918	Foster City
<b>Shweta Prakash, PE</b> <i>Plan Review Engineer</i>	Professional Civil Engineer, State of California Certified Building Plans Examiner, ICC Certified Certified Building Official, ICC Certified	79808 8014122 8014122	Foster City
<b>Sayaka Yamane, PE, LEED AP, CBO</b> <i>Plan Review Engineer</i>	Professional Civil Engineer, State of California Certified Building Plans Examiner, ICC Certified LEED Accredited Professional Certified Building Official, ICC Certified	78195 5303943 8325563	San Jose
<b>Samuel Tan, PE</b> <i>Plan Review Engineer</i>	Professional Civil Engineer, State of California Certified Building Plans Examiner, ICC Certified Certified Commercial Building Inspector, ICC Certified	61664 8103984 8103984	Foster City
<b>David Nesbet, PE</b> <i>Plan Review Engineer</i>	Professional Civil Engineer, State of California ATC-20 Certified for Post-Disaster Evacuation	72981	Foster City
<b>Farzam Tondnevis, PE</b> <i>Plan Review Engineer</i>	Professional Civil Engineer, State of California ATC-20 Certified for Post-Disaster Evacuation	C-82602	San Jose
<b>Rajesh Vangala, CBO</b> <i>Building Plans Reviewer</i>	Certified Building Plans Examiner, ICC Certified Certified Building Official, ICC Certified California Energy Code Compliance for Non-Residential Project Certified Access Specialist (CASp)	8166142 8166142	Foster City
<b>Kit Wong</b> <i>Building Plans Reviewer</i>	Certified Building Plans Examiner, ICC Certified Certificate of Completion "Fire & Life Safety Plan Review" (DSA)	5300662	Foster City
<b>Frank Navarro, PE, QSD/P, CFM</b> <i>Principal Engineer</i>	Professional Civil Engineer, State of California Qualified SQPPP Developer/Practitioner ASFPM Certified Floodplain Manager	C59588 22444	Pleasanton
<b>Eric Gonzales, PE, QSD/P</b> <i>Senior Engineer</i>	Professional Civil Engineer, State of California Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer (QSD/P)	66860	San Jose
<b>Mehdi Sharifi, PE, LEED AP</b> <i>Senior Engineer</i>	Professional Civil Engineer, State of California LEED Accredited Professional	62646	San Jose

CITY OF STOCKTON

STATEMENT OF QUALIFICATIONS FOR PLR 17-001

NAME	QUALIFICATIONS	LICENSE/ CERTIFICATION	OFFICE LOCATION
Randy Kaden Associate Engineer	Public Engineer and Forensic Management Training South Bay Water Recovery Site Supervisor Certificate Traffic Control Technician and Traffic Control Flagger Certificate of Training Certificate of Completion for 16 Day PWQSC Construction Site Compliance for Water Quality Protection Access Management Traffic Manual Certificate Roadbook Certificate of Completion 2017		Placerville
Michelle Escobar, EIT Associate Engineer	Engineer in Training		Placerville
Don Williams Senior Building Inspector	Certified Building Inspector, ICC Certified Certified Building Inspector, ICC Certified Certified Residential Plumbing Inspector, ICC Certified Certified Permit Technician, ICC Certified Safety Association Program, SASC	CSO000110 100000106 100000101 100000111 STP001	Stockton
Jim Anders, ICC Senior Building Inspector	Certified Building Inspector, ICC Certified Certified Plumbing Inspector, ICC Certified Certified Mechanical Inspector, ICC Certified Certified Electrical Inspector, ICC Certified Certified Combination Inspector, ICC Certified	SP0020 SP0020 SP0020 SP0020 SP0020	Stockton
Dennis Edwards, ICC Building Inspector	Certified Building Inspector, ICC Certified Certified Plumbing Inspector, ICC Certified Certified Mechanical Inspector, ICC Certified		Stockton
William (Scott) Anderson Building Inspector	Contractor's State License Course Certified Building Inspector, ICC Certified	CSL 000091 11100054	Stockton
Susan Biss Permit Technician	Certified Permit Technician, ICC Certified		Placerville
Tiffany Redmon Permit Technician			Stockton



## COMMITMENT TO EXCELLENCE

We encourage staff to participate in and contribute to the many associations important to our industry. Knowing technical excellence and proficiency is vital to successful public service, attending update seminars, specialized training classes and continuing certification conferences is an integral part of delivering "best-in-the-business" service to our clients. Many of our staff hold or have held key positions within the groups listed below as well as serve as in-demand instructors and trainers.

- ▶ *League of California Cities*
- ▶ *California Building Officials*
- ▶ *International Code Council*
- ▶ *ICC Chapters of Sacramento Valley, Napa-Solano, Shasta Cascade, Monterey, Yosemite, Central Coast, Peninsula, East Bay, Los Angeles Basin, Coachella, Orange Empire, Foothill, Redwood Empire*
- ▶ *County Building Officials Association of California*
- ▶ *California Fire Chiefs Association*
- ▶ *Northern California Fire Prevention Officers*
- ▶ *Southern California Fire Prevention Officers*
- ▶ *National Fire Protection Association*
- ▶ *California Automatic Fire Alarm Association*
- ▶ *American Fire Sprinkler Association*
- ▶ *National Fire Sprinkler Association*
- ▶ *American Public Works Association*
- ▶ *Institute of Transportation Engineers*
- ▶ *Structural Engineers Association of Northern California*
- ▶ *Structural Engineers Association of Southern California*
- ▶ *Certified Access Specialist Institute (CASI)*





**This document is formatted for double-sided printing.**

# Project Experience & References

SECTION

4

## PROJECT EXPERIENCE

CSG's main function is to serve as an extension of the public agencies for which we work. We clearly understand the importance of our role in the success of our clients' communities and commit to providing their citizens and business partners—residents, architects, engineers, developers, contractors—as well as agency staff, the highest level of service. We believe effective communication and excellent customer service are essential to continuing successful working relationships between our clients, CSG, and the development community.

The following are examples of commercial and residential projects for which CSG has performed similar services as those requested by the City

### **Summerset Assisted Living | City of Lincoln, CA**

#### *Building & Fire Plan Review and Fire Inspection*

CSG performed building & fire plan review and fire inspection services for this Summerset Assisted Living and Memory Care project. The 142,494 sq. ft., 66 unit memory care facility will house 719 occupants. The 90,820 sq. ft., 114 unit, three story assisted living facility will have the ability to house 952 occupants. The project is type VA, fully sprinklered.

### **Quartz Ridge Apartments | County of Placer, CA**

#### *Building Plan Review and Inspection*

CSG performed a complete building review and inspection for Quartz Ridge Apartments. This project has 64 units comprised of eight buildings totaling 61,528 sq. ft. The units are two story type VB. The project also has a 1,633 sq. ft. one story, type VB clubhouse with community swimming pool located on 6.15 acres.

### **Verizon Wireless Data Center | County of Placer, CA**

#### *Building Plan Review and Inspection*

CSG performed a complete building plan review and inspection of a two story structure with 118,710 sq. ft. total of infrastructure, administration and data center space. NEC I is a total of 75,834 sq. ft. and includes infrastructure and administration areas on the first floor, and data center space and additional administration areas on the second floor. Building construction is braced steel frame with an architectural precast panel skin. The project is located on a 5 acre site.

### **Anton Arcade Apartments | County of Sacramento, CA**

#### *Building Plan Review*

CSG performed a building plan review for Anton Arcade Apartments which include four buildings consisting of 148 units for a total of 128,889 sq. ft. The four apartment buildings (buildings A-D) are three story on grade type VA construction. Building B includes tuck under parking garages. The project also includes a one story type VB 4,178 sq. ft. community center.

### **Avia at Fiddymment Ranch Apartments | City of Roseville, CA**

#### *Building & Fire Plan Review*

CSG performed a complete building and fire plan review of a 34,513 sq. ft., 300 unit project consisting of 75 one bedroom, 165 two bedroom and 60 three bedroom units. The project will have 14 tuck-under parking garages. The project includes a club house, pool, tot lot, BBQ/shade structure, and associated site improvements.

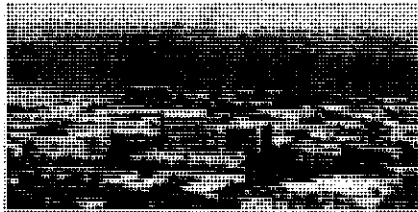
**Taylor Morrison at Fiddymment Ranch | City of Roseville, CA**

**Building Plan Review**

CSG performed a building plan review for Taylor Morrison Master Plans Parker at Fiddymment Ranch. These master plans feature 4 single-family detached home designs ranging in size from 2,476-3,931 sq. ft. Plans include both single and two-story plans, and multiple room options. These homes are wood framed type V-B construction.

**Genentech Development | City of South San Francisco, CA**

**Building Plan Review and Inspection Services**



CSG has been providing building plan review and inspection services for all of the Genentech corporate headquarters campus buildings since 1991. This campus-wide project consists of over 3.6 million sq. ft. of office, research & development and manufacturer operations space spread across over 44 buildings. CSG has coordinated pre-construction meetings to clarify and resolve all matters prior to plan submittal; provided building plan review services and 24/7 on-call building

inspection services; and coordinated and resolved construction issues between the City, project engineer, Genentech project manager and special inspector(s). Notable recent projects include:

- ▶ *Campus wide refrigeration water and hydrocarbon upgrade*
- ▶ *Building 34 – New four story employee center totaling 71,672 sq.ft.*
- ▶ *Building 35 – New seven story office building, totaling 255,000 sq.ft.*

**Apple Campus 2 Tantau Development | City of Cupertino, CA**

**Building Plan Review**

CSG provided on and off site plan review for multiple new structures as part of the Apple Campus 2 Tantau Development. Review included foundation, shell, and tenant improvements for seven new structures. CSG assisted architects and engineers for code inquiries and clarifications, provided expedited review of RFIs, and coordinated with City departments to ensure review and approval of submittals. The total project size was 1.3 million sq. ft. Examples of buildings for which CSG provided review include:

- ▶ *New four-story, 410,000 sq. ft. building consisting of office, restaurant and below grade parking.*
- ▶ *2 new two-story buildings for testing facilities totaling 212,000 sq. ft.*
- ▶ *New five-story, 304,000 sq. ft. parking structure, data center and energy center*
- ▶ *New 206,000 sq. ft. visitor center*
- ▶ *New 3,300 sq. ft. Tantau reception building*
- ▶ *New 1,870 sq. ft. Wolfe reception building*
- ▶ *2 new outdoor open air cafeterias at 2,586 sq. ft. each*
- ▶ *New Maintenance building at 2,238 sq. ft.*

**Glen Loma Ranch | City of Gilroy, CA**

**Engineering Plan Review**

CSG is providing full engineering plan check and map review for this 360 acre development, which will include 1600 units of varying size and residences, divided into 19 residential neighborhoods, a new fire station, town center commercial area, preserved open space, and major bicycle and pedestrian system. CSG staff is currently reviewing Phase 1A of this project which includes 3 subdivision improvement plans with a total of 274 units, two roundabouts, and a city park.



**EXHIBIT 1**

CITY OF STOCKTON

STATEMENT OF QUALIFICATIONS FOR PUR 17-001

**Fort Ord Development | City of Marina, CA***Building & Fire Plan Review, Fire Inspection, and Engineering Plan Review Services*

CSG is currently providing comprehensive building and engineering plan check for the development of 420 acres of former Fort Ord property that lies within the boundaries of the City of Marina. The project, for which a Specific Plan was developed, consists of mixed use (retail, entertainment, commercial, and live/work), regional retail, low-income housing, office/ research/light industrial, and residential areas. The development also includes numerous public parks and a multi-modal corridor. Specific project examples include:

**The Promontory**

CSG provided comprehensive building plan review for this 174-unit student housing apartment complex adjacent to the CSU Monterey Bay campus. Construction consisted of three new 4-story apartment buildings (including a 1-story clubhouse within an apartment building). The 270,000 sq. ft. project had a construction cost of \$28.9 million.

**Imjin Office Park**

5 acre LEED certified civic center office site for Marina Coast Water District, Fort Ord Reuse Authority offices, Carpenters Union Local 605, and Bureau of Land Management.

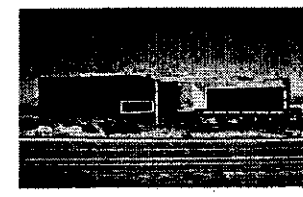
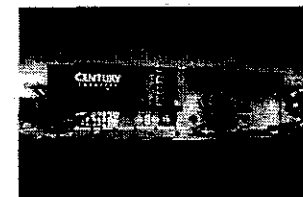
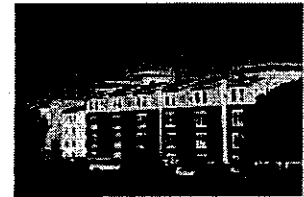
**Cinemark Theater**

10 screen movie theater complex.

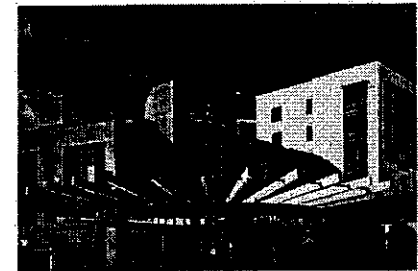
**Veterans Affairs Outpatient Clinic**

CSG provided complete building and fire plan review for this integrated Department of Veterans Affairs and Department of Defense joint health-care clinic, the first in California. This new 146,000 sq. ft., three-story structure on 14.3 acres will serve as a state-of-the-art medical clinic. The facility will provide primary and specialty care to including subspecialty clinics, audiology, indoor and outdoor physical therapy, occupational therapy, a mental health center, and imaging and laboratory space.

This project achieved LEED Gold certification per the LEED for Healthcare 2009 Edition.

**Atria at Foster Square | City of Foster City, CA***Building Plan Review and Development Review*

CSG performed building plan review and development review for this mixed-use (57,501 sf residential and 10,560 sf commercial) development featuring specialty retail, recreation and age-qualified housing options. Specifically, the building contains 66 units of senior rental apartments housed in three floors over one floor of lobby, community, mechanical and retail spaces. The upper three levels are type V-A wood framed over the one story of type A-1 concrete podium.



## REFERENCES

Our track record of success with our clients is outstanding and we encourage you to contact our references with any questions or clarification you might require. The following is a partial list of regional references for which CSG has provided similar services as those requested by the City.

**City of Stockton**

David Kwong  
Community Development Director  
345 N. El Dorado Street  
Stockton, CA 95202  
(209) 937-8842  
David.kwong@stocktongov.com

*Building and Fire Plan Review and Inspection, and  
Permit Technician Services  
2013—Ongoing*

**City of Lincoln**

Gary Eide  
Chief Building Official  
600 Sixth Street  
Lincoln, CA 95648  
gary.eide@lincolncalifornia.gov  
(916) 434-2483

*Building & Fire Plan Review and Inspection  
Services  
2013 – Ongoing*

**County of Placer**

Tim Wegner  
Building Official  
3091 County Center Drive, Suite 160  
Auburn, CA 95603  
(530) 745-3125  
twegner@placer.ca.gov

*Building and Fire Plan Review and Inspection  
Services  
2010—Ongoing*

**City of Roseville**

Scott Byrnes  
Chief Building Inspector  
311 Vernon Street  
Roseville, CA 95678  
(916) 744-5338  
sbyrnes@roseville.ca.us

*Building and Fire Plan Review, and Permit  
Technician Services  
2007—Ongoing*

**County of Sacramento**

Robert Logsdon  
Interim Chief Building Official  
827 7<sup>th</sup> Street  
Sacramento, CA 95814  
(916) 875-5296  
logsdonr@saccounty.net

*Building Plan Review and Inspection  
2014 - Ongoing*

**Jackson Rancheria**

Larry White  
Community Development Director  
12222 New York Ranch Road  
Jackson, CA 95642  
(209) 283-0264  
lwhite@jacksoncasino.com

*Building Official, Building and Fire Plan Review  
and Inspection Services  
2007—Ongoing*

## Service Plan

SECTION

5

### PROVEN APPROACH TO WORK

CSG's proposed team has been identified to best support the City of Stockton and will deliver the highest level of service through its application of technical expertise, knowledge of municipal processes and procedures, efficient and effective customer care, and application of code compliance combined with innovative solutions and helpful alternatives. Our extensive experience in furnishing comprehensive building and fire life safety services to jurisdictions provides a consistent, strong technical foundation to all projects. From cutting edge digital plan review and online plan check status reporting to providing faster-than-scheduled turnaround times, CSG will deliver the highest quality services to the City of Stockton.

Key benefits that we offer include:

- ▶ **Concentrated focus on cost-saving approaches and methods.** Because we serve many municipalities and agencies, we are constantly improving and adapting to provide our clients with the most cost-effective services. We share a wealth of recommendations from our varied experience with other communities to help keep our clients' budgets on-track.
- ▶ **Customized, responsive services.** We are skilled at assessing time commitments, developing an accurate work plan and applying dedicated, professional personnel. We can quickly fine-tune staffing levels to match or adjust to changes in plan review, inspection and front counter activity—always maintaining the highest level of customer service. We hand pick staff uniquely qualified and experienced to deliver the exact services requested.
- ▶ **Fully committed and qualified personnel.** We maintain staff fully licensed and certified at the highest level of industry standards. To keep our personnel on the industry's cutting edge, many serve as popular educational instructors and lecturers as well as sit on leading boards and committees for organizations developing and implementing important code regulations. We also keep up with latest in procedures and use of products, e.g., green building, accessibility, CAsp certification requirements, NPDES, MRP, and more.
- ▶ **Swift turnarounds and expedited services.** With extensive experience in the digital plan review process, our staff excels at providing rapid turnaround times. We easily match and more often beat any required turnaround deadlines.
- ▶ **Leading-edge technology with cost-saving solutions.** CSG delivers a suite of digital options for jurisdictions—speedy digital plan reviews including electronic versions of plan comments, an optional, easy-to-use online web application/portal for submittal, tracking and approval of digital plans, and available full scanning and archival services.
- ▶ **Environmentally friendly practices.** Our corporate policy on sustainability supports a healthy environment, reduces our carbon footprint, and promotes environmental stewardship through environmentally preferable purchasing and other sustainability actions. Our digital plan review system encourages the bypass of paper use, and all possible documents at CSG are printed double-sided on recycled, post-consumer content paper.

CITY OF STOCKTON

STATEMENT OF QUALIFICATIONS FOR PUR 17-001

## BUILDING PLAN REVIEW SERVICES

### Compliance Standards

Our team of professionals is ready to assist in all aspects of plan review and to focus on the special needs and requirements of each of our clients. We pledge prompt turnaround times and offer comprehensive online status reports. Our plan reviewers carefully review all documents for compliance with building codes, fire codes, energy conservation standards, State accessibility regulations, and all local ordinances. We understand and will comply with the City's own requirements for plan review services. Our engineers and plan reviewers review plans for compliance with all policy and model codes adopted by the State of California and local jurisdiction, including but not limited to:

- ▶ *California Building Code, Volumes 1 and 2*
- ▶ *California Residential Code*
- ▶ *California Electrical Code*
- ▶ *California Plumbing Code*
- ▶ *California Mechanical Code*
- ▶ *California Fire Code as amended and adopted by the State of California (Title-24, Part 9 California Fire Code)*
- ▶ *National Fire Codes as published by the National Fire Protection Association (NFPA), as adopted and referenced by the State of California (California Code of Regulations, Title-19, Section 1.09)*
- ▶ *State Historical Building Code*
- ▶ *California Energy Code*
- ▶ *California Green Building Code*
- ▶ *NPDES/WQMP/SWPPP Compliance*
- ▶ *Local adopted ordinances and amendments relative to building, fire and municipal codes, including project Conditions of Approval from other agency departments, divisions, regulating agencies, and jurisdictions*



### CASp Review Services

We understand California Building Departments are required to have CASp certified staff in place and available for technical questions and interpretations. Our CASp certified staff members are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. In accordance with current regulations, CSG can supply a CASp certified professional to review plans for accessibility and to facilitate compliance with regulations.

### OSHDP 3 Reviews

Our staff of professional engineers and certified plans examiners is experienced with the differences between CBC and OSHDP 3 facilities and have successfully completed OSHDP 3 plan reviews for multiple client agencies. CSG can also provide certified OSHDP Inspectors of Record for a variety of different projects upon request.

### Green Building and LEED Certification

Our Building Division staff is experienced in plan review and inspection for compliance with CALGreen, LEED equivalency, and local green building ordinances. In addition, CSG Consultants has all of the qualifications necessary to assist the City in both the development of policy and the implementation of green and sustainable building practices. CSG's Sustainability Programs division can assist, for example, with construction and demolition debris recycling programs as well as public outreach to the building industry. We have Certified Green Building Professionals (CGBP) and LEED accredited personnel on staff.

CITY OF STOCKTON  
STATEMENT OF QUALIFICATIONS FOR PUR 17-001

## Digital Plan Check

CSG began the transition to digital plan review over 12 years ago, leading the consultant field with this ground-breaking service. *All paper plans submitted to CSG are immediately scanned into digital files and stored on CSG's servers for quick and easy access by both our clients and our plan reviewers.* Our plan reviewers furnish electronic versions of their plan comments conforming to each client's established correction list templates. Any additional forms utilized by the City for alternative methods of construction and/or deviations from requirements, such as disabled access, will be incorporated into the correction comments and returned with the appropriate recommendations. Plan check comments can be delivered electronically by email or other City approved means, enabling City staff to immediately modify CSG's checklist for incorporation with other department comments. *Upon request, clients can be provided with a set of digitally scanned plans at no cost, including convenient, "green" (paperless) storage of all construction-related documents.*

In addition, for jurisdictions requesting a pure digital plan review workflow, CSG has developed an online web application for an applicant to submit digital files directly to us, which includes an online portal for the applicant/jurisdiction to retrieve comments and submitted digital files with marked up plans including redlines. This online portal tracks all submittals, including re-submittals until the plans have been approved.

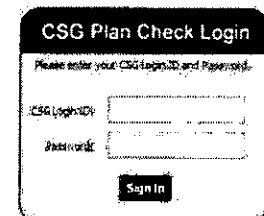
Key features of our digital plan review service include:

- ▶ **Efficiency.** *Plans are pushed to plan review staff the same day they are submitted. There is no "bin time."*
- ▶ **Simplicity.** *CSG developed its own web-based portal to manage the electronic file submittal process. By using a web interface, the applicant is no longer faced with size restrictions on email attachments or required to learn complex FTP settings.*
- ▶ **Proven.** *We have provided a digital plan review option to our clients for over 12 years.*
- ▶ **Non-Proprietary.** *CSG's electronic review process is 100% PDF-based with no additional software required to view redlines.*
- ▶ **Growth.** *Should the City decide to implement electronic review as a standard, CSG offers an integration path for our electronic review software—GreenVue Fusion.*

## Online Plan Check Status

Welcome to CSG Online Plan Check Website

CSG offers a convenient service allowing clients to check plan review status and comments online. By logging in to our Plan Check Status website, staff as well as authorized applicants can view each project document and communicate with the plan checker via e-mail or electronic post-a-note. Staff or authorized applicants can download comments from the web upon completion of the plan check. *There is no additional cost for this service.*



The image shows a login form titled "CSG Plan Check Login". Below the title, it says "Please enter your CSG Login ID and Password:". There are two input fields: one labeled "CSG Login ID:" and another labeled "Password:". Below these fields is a "Sign In" button.

## Plans Pickup and Delivery

*CSG will arrange for pickup and delivery of plans from/to City offices. The pickup and delivery of plans and other materials via CSG staff or an approved alternative service is provided at no additional cost.*

## Plan Check Turnaround Times

CSG works hard to provide the best quality and most timely service in the industry. We pride ourselves in maintaining the requested plan review times for all our clients—even delivering faster than our own deadlines. Our goal is to approve code-complying projects and to successfully and quickly move work through jurisdictional processes. CSG will ensure that all building and safety duties and follow-up actions will be performed in a timely and responsive manner. The following are CSG's proposed plan check turnaround times.



CITY OF STOCKTON

STATEMENT OF QUALIFICATIONS FOR PUR 17-001

TYPE OF REVIEW	INITIAL REVIEW (BUSINESS DAYS)	RE-CHECK (BUSINESS DAYS)
Residential New Construction	10	5
Residential Additions	10	5
Small Residential Remodels	10	5
Non-Residential / Commercial New Construction*	10	5
Commercial Additions	10	5
Small Commercial Remodels / Tenant Improvements	10	5
Large/Complex Commercial Projects*	15	10

\*Turnaround time may vary with the complexity and magnitude of the project. If a review is anticipated to take longer than the maximum turnaround timing, CSG will notify the City's representative and negotiate additional time required to ensure an appropriate level of review.

### Expedited Plan Check

CSG completes initial accelerated plan check within 5 working days. Rechecks are completed in less time. At your request, we can perform plan check services within an accelerated time frame; with fees negotiated between the City and CSG.

### Quality Control/Quality Assurance

CSG's in-house quality assurance/quality control program utilizes a peer review process with multi-level internal plan checking and project management. A senior staff member will review all plan check comments in order to ensure relevance and accuracy.

## BUILDING INSPECTION SERVICES

### Standards and Responsibilities

CSG provides fully integrated, multi-disciplined building and fire inspection services for residential, commercial, and industrial projects, and are experienced in all construction types. We provide experienced, ICC certified (and/or with other appropriate entities in accordance with AB717) inspectors.

Our inspectors ensure compliance with applicable codes and requirements by identifying code violations, offering solutions to developers, property owners and tenants on potential risks and safety hazards, and by working as a team to correct violations. Specific responsibilities include but are not limited to the following:

- ▶ Providing inspection services for project compliance with relevant codes including accessibility, fire, grading, building, electrical, mechanical and plumbing
- ▶ Addressing inquiries and resolving complaints
- ▶ Assisting with the construction and demolition permitting process
- ▶ Providing code administration, inspection and enforcement
- ▶ Maintaining records and files concerning construction permits and building code administration, documents for storage and/or imaging



In addition, we can utilize inspection personnel whenever possible to perform over-the-counter plan check or assist as customer service back-up at the front counter in addition to regular inspection duties to save jurisdictions valuable time and expenses. Our inspection staff easily integrates into client organizations, consistently implementing policies and procedures and remaining transparent to applicants and customers. CSG provides all vehicles, fuel, maintenance and other equipment necessary for inspectors to carry out duties with no additional cost to the City.

CITY OF STOCKTON  
STATEMENT OF QUALIFICATIONS FOR PUR 17-001

### Continuing Certification and Training

We take pride in working with inspectors who have variety of inspection project experiences and who are motivated to achieve the highest level of certification. We work hard to match your jurisdiction's level of safety and code compliance and understand that personality and customer service are crucial to on-the-job success. All CSG inspectors are ICC certified and/or possess additional required certifications. In addition, they routinely update their knowledge and skills through attendance of specialized training classes and seminars in approved and modern methods, materials, tools and safety used in building inspection, as well as the most current building standards.

### CASp Inspection Services

To facilitate the County's compliance with current rules and regulations, CSG can provide a CASp certified professional for technical questions and interpretations, and to perform accessibility compliance inspections.

## PERMIT TECHNICIAN SERVICES

CSG has highly qualified staff available to provide Permit Technician, Planning Technician and Development Review Technician services. These frontline, first response services are vital to the success of the entire building and safety permit process as they often set the tone for the applicant whether a homeowner, contractor, or architect. CSG handpicks exceptionally qualified personnel with a central focus on operating as an extension of the agency's team, understanding the importance of exemplary customer service, knowledge of the inner-workings of building departments, and thorough familiarity with the building application and permit process.

CSG's permit processing staff is trained in customer service and helping to expedite the permit process. Our staff members are able to perform quick assessments of each customer's needs and ensure that they are properly served. Our staff is knowledgeable and experienced with permit processing functions including:

- ▶ *Providing the public with appropriate forms and handouts*
- ▶ *Creating permit applications and issuing permits using the County's software*
- ▶ *Accepting plans, specifications, structural calculations and energy reports for plan check*
- ▶ *Routing plans for Plans Examiners to plan check*
- ▶ *Preparing plan check letters to be sent to applicants*
- ▶ *Assisting the public with completing applications and other required forms*
- ▶ *Providing copies of documents when authorized*

Our permit technicians maintain orderly working environments, including folding or rolling plans, maintaining file integrity, and logging documents in-and-out in an organized manner. They are familiar with State Contractors License Law and ensure that permits are issued to properly licensed contractors. They are also familiar with multiple permit software systems and will quickly gain proficiency with software that has been customized for a particular agency.

## AVAILABILITY AND CUSTOMER SERVICE

CSG's main function is to serve as an extension of the City of Stockton. We clearly understand the importance of our role in the success of the City and commit to providing its citizens and business partners—residents, architects, engineers, developers, contractors—as well as City staff, the highest level of service. We believe effective communication and excellent customer service are essential to continuing a successful working relationship between the City, CSG, and the development community.

CITY OF STOCKTON  
STATEMENT OF QUALIFICATIONS FOR PUR 17-001

### **Office Hours and Meeting Availability**

CSG staff plan checkers are available for applicant inquiries or conferences anytime during regular business hours without charge via telephone, 8:00 AM to 5:00 PM, Monday through Friday. CSG inspectors can be ready to provide services with 24 hours notice. We can easily alter our hours to meet the City's needs. Evenings and weekends for special events and meetings can be accommodated with 48 hours notice. For your convenience, we can also meet with City staff, architects and applicants. We recognize the value of pre-design consultation with prospective applicants and are available to provide this service as well. Our Project Manager/Lead will be available in person for consultation and meetings with a reasonable lead time.

### **Response to City Questions or Requests**

CSG staff can typically respond to the City for all questions or requests generated during field inspections or any plan review during the same day, but no later than the following day a request is received.

### **Emergency Response**

CSG is well qualified to respond to a local or regional emergency. Many of our personnel have assisted in emergencies such as the recent San Bruno gas explosion, the Northridge, and Loma Prieta earthquake as well as regional floods, fires and other emergencies. Our personnel's certifications include those obtained through FEMA, Office of Emergency Services (OES), and IACET First Responder.

## **ENGINEERING PLAN CHECK SERVICES**

Drawing on the combined experience and talent of our staff, we have found the following practices helpful in approaching development review, and plan review. The exact Scope of Work will be determined based on our discussion with the City and the type of project.

### **New Development Entitlements**

- Review tentative maps, tentative parcel maps, architectural review, and other entitlement applications. Coordinate review with other City staff and/or outside agencies as needed.
- Attend follow-up meetings with Planning staff, the applicant, or others as needed to resolve issues regarding the proposal. Review subsequent submittals of the proposal.
- Assist the City with development of conditions of approval, development agreements, and other requirements associated with development applications. Assist City in negotiating with developers regarding terms of agreements or conditions (Additional tasks associated with the entitlement process are described above).

### **Plan Review and Map Review**

- Review final maps, improvement, and landscape plans. Review includes evaluation of required records, studies, grading and improvement plan, and additional materials submitted by the design professional. Confirm that plans conform to City standard design criteria, conditions of approval, and infrastructure or other master plans.
- Each plan review will be accompanied with a letter summarizing the red-line comments addressed to the applicant's engineer or landscape architect, with a copy to City staff and the applicant. A complete red-lined set of drawings and any reports will be returned to the design professionals for use in their corrections. At the applicant's discretion, the comment summary letter and red-lined plan sheets can be scanned and submitted electronically to the design consultant to expedite the review process.
- The consultant will meet with the applicant/representative and City staff to review comments or to delineate the standards which are not being met, in order to facilitate timely completion of the review and meeting the maximum goal of two plan checks. CSG will accept and review subsequent submittals electronically, when feasible, in order to expedite the review process.

CITY OF STOCKTON  
STATEMENT OF QUALIFICATIONS FOR PUR 17-001

- Soils reports will be evaluated and confirmation of recommendations will be included on the plans. Boundary conditions will be evaluated to maintain continuity with surrounding properties and maintain existing drainage patterns.
- Construction erosion control and post-construction water quality control will be evaluated for compliance with the storm water quality management permit in effect for the City.
- Assist the City with development of conditions of approval, development agreements, and other requirements associated with development applications. Assist City in negotiating with developers regarding terms of agreements or conditions (Additional tasks associated with the entitlement process are described above).
- Confirm that the developer has obtained necessary permits or approvals from other public agencies as needed, and that plans conform to the City's NPDES Municipal Regional Permit requirements for storm water treatment and retention.
- Review and recommend approval of engineering bond estimates and subdivision guarantees. Assist the staff in preparing subdivision improvement agreements, other agreements (including stormwater treatment measure and landscape maintenance agreements), and staff reports.
- Meet with developers, consultants, and other agencies on behalf of staff, as requested.

#### Staffing

- All plan reviews will be conducted by a State of California licensed civil engineer or under the supervision of a licensed civil engineer.
- Each plan review is assigned to a plan reviewer with oversight of the project manager. The assigned design plan reviewer will be committed to the project and will furnish all subsequent reviews for the project. It is the goal of CSG Consultants to provide, where practical, a cradle-to-grave approach for project review, where a review team is assigned to the project from entitlement through plan review and construction to closeout and acceptance.
- Provide specialized qualified licensed engineers to assist in any structural, soil and geotechnical reviews, for any of the assigned projects.
- Map checking will be overseen by licensed professional land surveyors or by professional engineers licensed to practice land surveying in the State of California.
- The review team will be available for applicant inquiries or conferences during normal business hours, Monday through Friday, from 8:00 AM through 5:00 PM. Web conferences, fax, and conference calls are optional forms of communications between Consultant and City staff.

#### Plan Check Time Lines

- Consultant shall achieve quality plan review while maintaining consistently superior turnaround times. Consultant shall perform plan review within the following time lines, stated in working days, upon receipt of complete application package: fifteen (15) days for initial plan checks and ten (10) days for re-checks/back checks. CSG can provide electronic review of plan revisions submitted in response to prior comments, in order to expedite the review process.
- It is understood that more complex projects may require additional time. It is the responsibility of Consultant to immediately inform the City that the plan review may vary from the proposed time lines.

#### Accelerated Plan Review

- If required by the City, Consultant has the ability to perform plan review services within an accelerated time frame, negotiated on behalf of the applicant, the City's appointed contact, and Consultant. In most cases, Consultant will complete initial plan review in fewer than ten working days (five working days for re-checks). However, it is understood that some plans may require additional time. In those instances, Consultant shall notify and receive approval by the City of Stockton of the expected processing time prior to performing the plan review.

CITY OF STOCKTON  
STATEMENT OF QUALIFICATIONS FOR PUR 17-001

**Online Plan Check Status**

- Consultant shall make available online services to enable City and authorized applicants to determine the status of plan checks. There is no additional cost for this service.

**Typical Plan Review Schedule**

- Development of hard-and-fast schedules for completion of development review and plan review work is difficult as timing and scope of projects is not always known. Examples of time frames for completing certain tasks are provided below.

TYPE	TIME FRAME
Pre-application entitlement review, PRC review	Review application material in advance of requested meetings; complete formal comments and submit to Planning within one week of meeting
Review Tentative Map Application or Other Entitlement Package	Fifteen (15) working days of notice of submittal by City
Prepare Conditions of Approval	Prepare within one week of request by Planning, or within reasonable shorter time frame if needed to meet hearing date
Complete Improvement Plan or Map Review (1 <sup>st</sup> Check)	Fifteen (15) working days of notice of submittal by City
Prepare fee estimate, review bond estimate, or prepare permit	Ten (10) working days of request
Review request for right-of-way vacation	Ten (10) working days of notice of submittal by City
Review Lot Line Adjustment/ Lot Merger	Ten (10) working days of notice of submittal by City
Miscellaneous Assignments	Dependent on scope, typically within five (5) working days

Turnaround times include pickup, QA/QC, and delivery to City.

CSG will attempt to reduce the need for formal resubmittals to the City by reviewing electronic submittals of revisions provided directly to CSG. Turnaround times would vary based on the scope of the review, but would typically be returned within one to two working days.

COST PROPOSAL TO THE

# City of Stockton

FOR

**On-Call Building Plan Review and Inspection Services,  
Engineering Plan Review, and Floodplain  
Management (PUR 17-001)**

PREPARED BY

**CSG Consultants, Inc.**

April 20, 2017

1022 G St. Sacramento, CA 95814  
phone 916.492.2275 | fax 916.492.2276 | [www.csgehr.com](http://www.csgehr.com)  
Sacramento • Foster City • San Jose • Pleasanton • Orange • Newman



## Professional Services Fees

CSG's fee schedule for proposed work is provided in the table below. All plan review services will be performed at CSG's office. CSG will coordinate the pickup and return of all plans to CSG via staff or a licensed courier service. This service is provided at no additional cost.

Plan review based on a percentage of the City's plan check fee includes initial plan review and two subsequent reviews. Additional reviews will be charged at the appropriate hourly rate indicated below.

### FEE SCHEDULE

SERVICE / ROLE	FEE / HOURLY RATE
Full Plan Review by Percentage	65% of City's Building Plan Check Fees
Expedited Plan Review by Percentage	95% of City's Building Plan Check Fees
Structural Engineer	\$150
Civil Engineer	\$185
Plan Review Engineer	\$125
Building Official	\$125
Building Plan Reviewer	\$85
Fire Plan Reviewer	\$95
CA5p Plan Reviewer/Inspector	\$125
OSHDP 3 Plan Review/Certification	\$110
Certified Flood Plain Manager	\$200
Combination Inspection	\$85
Permit Technician	\$60
Administrative Support	NA

*All hourly rates include overhead costs including, but not limited to, salaries, benefits, Workers Compensation Insurance, and office expenses. Should the scope of work change or circumstances develop which necessitate special handling, we will notify the City prior to proceeding. Annual adjustments may be made by mutual agreement based upon current CPI. CSG will mail an invoice at the beginning of every month for services rendered during the previous month.*

Resolution No. **2017-06-20-1103**

## **STOCKTON CITY COUNCIL**

=====

**RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

Development is cyclical, and during an improving economy the demand for building plan review and inspection services can outpace staffing levels; and

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods; and

On March 29, 2017, a Request For Qualifications (RFQ) for development related Building Plan Check, Inspection and Engineering on-call services was posted to the City's Bid Flash web page in order to develop a pool of qualified firms (PUR 17-001); and

RFQs were reviewed by an evaluation panel consisting of three CDD staff and selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service and total hourly cost rate to the City; and

Four out of the five firms were recommended for the pool as follows: 4LEAF, Inc. Fair Oaks, CA; CSG Consultants, Inc., Sacramento, CA; Bureau Veritas North America, Inc., Sacramento, CA; and West Coast Code Consultants, Inc., San Ramon, CA; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:**

1. The "Professional Services Master Agreement," attached hereto as Exhibit 2 and incorporated by this reference, between the City of Stockton and each of the following firms is hereby authorized and approved for the establishment of a Vendor Pool:
  - a. 4LEAF, Inc. Fair Oaks, CA
  - b. CSG Consultants, Inc., Sacramento, CA
  - c. Bureau Veritas North America, Inc., Sacramento, CA
  - d. West Coast Code Consultants, Inc., San Ramon, CA


Firm qualifications, staffing plans, and standard hourly rates schedules are found in Exhibit 1, which is also attached and incorporated by this reference.



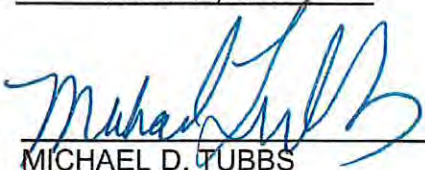
2. The City Manager is hereby authorized and directed to execute the Professional Services Master Agreement with each of the vendor pool firms on behalf of the City of Stockton.
3. The City Manager is hereby authorized to enter into amendments to the Professional Services Master Agreement with each of the firms in the vendor pool in a total amount not to exceed \$480,000 across all vendors.
4. The City Manager is hereby authorized to take whatever actions are necessary and appropriate to carry out the purpose and intent of this Resolution.

PASSED, APPROVED, and ADOPTED June 20, 2017.

ATTEST:

  
BONNIE PAIGE  
City Clerk of the City of Stockton



  
MICHAEL D. TUBBS  
Mayor of the City of Stockton

..title

**AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

..recommended action

**RECOMMENDATION**

It is recommended that the City Council adopt a resolution to authorize the City Manager to:

1. execute a Professional Services Master Agreement with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
  - a. 4LEAF, Inc. Fair Oaks, CA;
  - b. Bureua Veritas North America, Inc. Sacramento, CA;
  - c. CSG Consultants, Inc. Sacramento, CA;
  - d. West Coast Code Consultants, Inc. San Ramon, CA
2. execute amendments to the Professional Services Master Agreement for individual projects in an amount not to exceed \$480,000 across the entire vendor pool; and
3. authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the resolution.

..body

**Summary**

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. Because of this cycle, adding permanent staff to meet the increased demand is not always prudent and can lead to overstaffing when the economy is in decline. The Community Development Department (CDD) is completing multi-year forecasts and staffing to the lowest estimated need in the upcoming years. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as specialized staff availability for unique or very complicated projects.

Therefore, staff recommends Council adopt a resolution to authorize the City Manager to execute a Professional Services Master Agreement with four professional firms as detailed above for an initial three-year term with an option to extend the agreement for

up to two additional one-year periods. Costs associated with the Professional Services Master Agreement are covered by fees collected from each project applicant before plan reviews or inspections are conducted. Compensation under the proposed agreement is limited to a cumulative amount of \$480,000 for all vendors.

## DISCUSSION

### Background

As part of the current fiscal year budget development and adoption, a combination of modest staffing increases and use of consulting services was determined to be the most responsible way to address increasing development activity and increased demand for Building Division activities such as plan check (building, engineering, and backup fire plan check), inspection, counter staffing and flood plain management. This approach avoids over-hiring of permanent staff in response to cyclical development activity by using consultants to augment staffing and procure specialized planning services that would not be economical to provide by hiring permanent specialist staff.

There has been a rapid increase in development project valuation in the City of Stockton over the last several years as the market continued an upward trend that resulted in increased planning and building permit activity and economic growth. Below, by fiscal year, are building permit valuations for recent fiscal years:

- FY 2012-13: \$121 million
- FY 2013-14: \$141 million
- FY 2014-15: \$215 million
- FY 2015-16: \$315 million
- FY 2016-17: \$275 million (Projected)

Permit valuation has largely increased due to the volume, type, and complexity of projects as the economy improves. Although projected valuation for FY 2016-17 is expected to dip from that of FY 2015-16, valuations remain robust. Therefore, the CDD plans to continue to utilize consultants to provide the necessary flexibility to respond to cyclical demand, assist when full-time staff shortages occur, and provide specialized knowledge or training when required.

This affords the department the ability to quickly change the scale and scope of staffing support levels to correspond to workload needs at any time while maintaining high levels of customer service. Fees are collected from the applicant before any plan review, or inspection services are performed. Maintaining a pool of multiple firms provides the department the flexibility to select the appropriate consultant based on the specific project-related work and the availability of staff.

The CDD currently maintains two contracts for on-call services (building inspectors and plan checkers, permit technicians, licensed engineers, and certified building officials). Under the existing contracts 4LEAF invoices to date are \$281,688.23 and CSG invoices

to date are \$260,858.13 (69% expended). Each firm was used based on ability to provide qualified, experienced staff at the time of the City's request. These contracts were originally approved in Fiscal Year (FY) 2015-16 for two years and expire on June 30, 2017. Due to an improving economy and the tightening of the labor pool in specialized building services, having a Professional Services Master Agreement with four consultants will allow the City to provide a better spectrum of services and enable the department to respond to short-term increases in building activity, staff vacancies, and adhere to established timelines, policies, and legal requirements.

### Present Situation

On March 29, 2017, a Request For Qualifications (RFQ) was posted to the City's Bid Flash web page. Five RFQ submittals were received on April 20, 2017, from the following vendors:

- 4Leaf, Inc., Fair Oaks, CA
- Bureau Veritas North America, Inc., Sacramento, CA
- CSG Consultants, Inc., Sacramento, CA
- EsGil Corporation, a SAFEbuilt Company, Loveland, CO
- West Coast Code Consultants, Inc., San Ramon, CA

An evaluation panel consisting of three CDD staff reviewed the submissions and recommended four out of the five. The selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service, and the total hourly rate cost to the City. The pool of consultants will provide additional coverage for City service demands, and to allow a larger pool of selected consultants the opportunity to complete City work.

The Professional Services Master Agreement will apply to all four firms for services over a three (3) year period, on an as-needed basis, with the total aggregate compensation paid to all four firms not to exceed \$480,000 (Exhibit 2 to the Resolution - Professional Services Master Agreement). Each selected firm's statement of qualifications, proposed staffing, and standard rate schedule for services, are included in Exhibit 1 to the Resolution.

Once the Master Agreement is in place, firms can be selected from the pool to perform work specific to each project. Project specific scope of work and fees for professional services will be submitted from the selected firms. Final scope of work and fees will be adopted via an amendment to the Professional Services Master Agreement on a project-by-project basis.

This level of contract capacity will allow the department to adjust resources as necessary to provide high quality, timely work. The CDD continues to implement process improvements while monitoring workload and demand to ensure that full-time and contract staffing levels are appropriately balanced, re-evaluating these needs

annually. Authorizing the City Manager to execute the Professional Services Master Agreement, and establish the pool will allow the CDD to continue to meet service delivery goals in an efficient, timely, and professional manner.

#### FINANCIAL SUMMARY

Funding for the Professional Services Master Agreement is included in the proposed FY 2017-18 budget for \$320,000. The remaining portion of \$160,000 is expected to be appropriated in the FY 2018-19 fiscal year budget and funded from the same account.

FY 2017-18: 048-1830-530.20-66	\$320,000
FY 2018-19: 048-1830-530.20-66	<u>\$160,000</u>
TOTAL	\$480,000

## EXHIBIT E

## EXHIBIT 2

**Insurance Requirements for Professional Services**

*Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.*

**MINIMUM SCOPE AND LIMIT OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the **general aggregate limit shall be twice** the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. **(Not required if consultant provides written verification it has no employees)**
4. **Professional Liability (Errors and Omissions)** Insurance appropriate to the Consultant's profession, with limit no less than **\$2,000,000** per occurrence or claim, \$2,000,000 aggregate. (If Claims-made, see below.)

If the Consultant maintains higher limits than the minimums shown above, the City of Stockton requires and shall be entitled to coverage for the higher limits maintained by the consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Stockton.

**Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions:

**Additional Insured Status**

**EXHIBIT E****EXHIBIT 2**

**The City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers are to be covered as additional insureds** on the CGL policy and AL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (**at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used**).

**Primary Coverage**

For any claims related to this contract, the **Consultant's insurance coverage shall be endorsed as primary** insurance as respects the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers. Any insurance or self-insurance maintained by the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers shall be excess of the Consultant's insurance and shall not contribute with it. The City of Stockton does not accept endorsements limiting the Consultant's insurance coverage to the sole negligence of the Named Insured.

**Notice of Cancellation**

Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to the City of Stockton.**

***Waiver of Subrogation***

Consultant hereby grants to City of Stockton a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City of Stockton by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Stockton has received a waiver of subrogation endorsement from the insurer.

***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the City of Stockton Risk Services. The City of Stockton may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

**Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII if admitted to do business in the State of California; if not admitted to do business in the State of California, insurance is to be placed with insurers with a current A.M. Best's rating of no less than A+:X.

**EXHIBIT E****EXHIBIT 2*****Claims Made Policies***

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. If Claims Made policy form is used, a three (3) year discovery and reporting tail period of coverage is required after completion of work.

**Verification of Coverage**

Consultant shall furnish the City of Stockton with original certificates and amendatory endorsements required by this clause. All certificates and endorsements are to be received and approved by the City of Stockton Risk Services before work commences. Failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City of Stockton reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time, for any reason or no reason.

Consultant shall, prior to the commencement of work under this Agreement, provide the City of Stockton with a copy of its Declarations Page and Endorsement Page for each of the required policies.

**Certificate Holder Address**

Proper address for mailing certificates, endorsements and notices shall be:

- City of Stockton
- Attention: Risk Services
- 425 N El Dorado Street
- Stockton, CA 95202

City of Stockton Risk Services Phone: 209-937-5037

City of Stockton Risk Services Fax: 209-937-8558

**Maintenance of Insurance**

If at any time during the life of the Contract or any extension, the Consultant fails to maintain the required insurance in full force and effect, all work under the Contract shall be discontinued immediately. Any failure to maintain the required insurance shall be sufficient cause for the CITY to terminate this Contract.

**Subcontractors**

*Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that City of Stockton is an additional insured on insurance required from subcontractors.*



**EXHIBIT E**

**EXHIBIT 2**

***Special Risks or Circumstances***

City of Stockton reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**MEMORANDUM**

June 26, 2017

TO: Kurt O. Wilson, City Manager

FROM: David Kwong, Director

**SUBJECT: PROFESSIONAL SERVICES MASTER TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES**

---

On June 20, 2017 the above item was approved by City Council by resolution number 17-06-20-1103. The contents of this item remain the same, of which, no changes have been made since its adoption by City Council. With the action taken by the City Council, the City Manager is authorized to execute the attached document(s).

FOR DAVID KWONG



---

DAVID KWONG, DIRECTOR  
COMMUNITY DEVELOPMENT DEPARTMENT

6/26/17  
DATE

DK:mm

Attachments



RECEIVED

City Manager  
Date Received JUL 05 2017

City of Stockton

City Manager's Office

## CONTRACT ROUTING FORM

Contract Number 2017-06-20-1103-02 NP

(For Clerk's Use)



## CONTRACT TYPE (select one)

- ☒ Original  
 ☐ Amendment/Renewal/Change Order  
 ☐ Grant  
☐ Subdivision Agreement  
 ☐ Other \_\_\_\_\_

## CONTRACT INFORMATION

Contract Amount: \$480,000

Contract Title: Professional Services Master Agreement to establish vendor pool for on-call Building Plan Check, et al.Vendor/Other Party: 4LEAF, Bureau Veritas, CSG Consultants, West Coast Code Consultants (WC3)Contract Start Date: July 10, 2017 Contract End Date: June 30, 2020 Contract Term: 3-Yrs (2) 1-year ext.COUNCIL APPROVAL REQUIRED? ☒ Yes ☐ No (provide account # if no)Council approval required for contracts over \$ 75,000 for FISCAL YEAR: 2017-18Motion/Resolution/Ordinance No: 17-06-20-1103Must be Attached ☒

## REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):

Business License Required? ☒ Yes ☐ No Business License No. 4LEAF 18 00078218 BV 18 00127671  
 Bonds Required? ☐ Yes ☒ No CSG 18 00114727 WC3 18 00127495  
 Insurance Required? ☒ Yes ☐ No  
 Notary Required? ☐ Yes ☒ No Recordation Required? ☐ Yes ☒ No

## ↓ Routing Order

## 1 DEPARTMENT: CDD

DEPARTMENT HEAD APPROVAL *Mark Martin* date: 6/26/17Project Mgr: Mark Martin ext: 8544Staff: Jobi Adams ext: 8564Forwarded to: Raeann Cycenas on: 6/26/2017by: Mark Martin

## VENDOR/OTHER PARTY

Signed (2) originals on: 6/16/17Forwarded to: MARK MARTIN on: 6/16/17by: BUREAU VERITAS

## 2 RISK SERVICES

Insurance approved on: 7-5-17 by: MBBonds approved on: — by: —Forwarded to: Lori Asuncion / T. JONES on: 7/5/17by: M. MARTINRM #: 17-307

## 3 CITY ATTORNEY

Approved as to Form and Content on: 7/8/17 by: *Scott Carney*Forwarded to: Scott Carney on: 7-5-17by: RHart

## 4 CITY MANAGER

Signed by City Manager on: 7/19/17Forwarded to: Clerk on: 7/19/17by: *MB*

## 5 CITY CLERK

City Clerk attested on: 7-24-17Returned (1) original(s) to dept. on: 7-24-17by: *CSmith*Retained (1) original(s) for City's file. Hard Copy on file? Yes ☒ No ☐

OB # \_\_\_\_\_

## 6 ORIGINATING DEPARTMENT:

Requisition No. \_\_\_\_\_

Original sent to vendor on: \_\_\_\_\_

by: \_\_\_\_\_

Copy of contract to be retained by department. Original on file in the Clerk's office.

Copy of contract sent to Purchasing on: \_\_\_\_\_

by: \_\_\_\_\_

## 7 PURCHASING: Purchase Order No. \_\_\_\_\_

PUR No. \_\_\_\_\_

2017-06-20-1103-02 NP



## PROFESSIONAL SERVICES MASTER AGREEMENT

THIS AGREEMENT is entered into this 19 day of July 2017, between the **CITY OF STOCKTON**, a municipal corporation ("City") and **4LEAF, Inc.** a California "C" Corporation whose address is 8896 N. Winding Way, Fair Oaks, CA 95628 and telephone number is (925) 462-5959, ("Consultant"), and **Bureau Veritas North America, Inc.** a Delaware Corporation whose address is 180 Promenade Circle, Suite 150, Sacramento, CA 95834 and telephone number is (916) 725-4200, ("Consultant"), and **CSG Consultants, Inc.** a California Corporation whose address is 1022 G Street, Sacramento, CA 95814 and telephone number is (916) 492-2275, ("Consultant"), and **West Coast Code Consultants, Inc.** a California "S" Corporation whose address is 2400 Camino Ramon Ste. 240, San Ramon, CA 94583 and telephone number is (925) 275-1700, ("Consultant").

### RECITALS

A. Consultant is qualified and experienced in providing on-call building plan review and inspection services, engineering plan review including CASp compliance and OSHPD 3 certification, construction and floodplain management for the purposes specified in this Agreement.

B. City finds it necessary and advisable to use the services of the Consultant for the purposes provided in this Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants and conditions in this Agreement, City and Consultant agree as follows:

1. **Consultant's Services.** Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). Consultant shall provide said services at that time, place and in the manner specified in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

2. **City Assistance, Facilities, Equipment and Clerical Support.** Except as set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), Consultant shall, at its sole cost and expense, furnish all facilities and equipment that may be required for furnishing services pursuant to this Agreement. City shall furnish to Consultant only the facilities and equipment listed in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), according to the terms and conditions set forth in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.).

3. **Term.** Consultant shall perform the scope of work as described in in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.), which is attached to this Contract and incorporated by this reference. This Agreement shall commence on the date written above and shall expire on June 30, 2020, with option for up to two one-year extensions with a 3% annual increase; provided, however the parties may agree to change either the commencement or expiration date.

4. **Compensation.** City shall pay Consultant for services rendered pursuant to this Agreement not to exceed hourly rates as described more particularly under Professional Services Fees found in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Compensation for services and reimbursable expenses shall be paid in an amount not to exceed Four Hundred Eighty Thousand Dollars (\$480,000.00) total across all consultants. CONSULTANT acknowledges that this amount includes total compensation across four contracts.

a. Invoices submitted by Consultant to City must contain a brief description of work performed, time used and City reference number. Payment shall be made within thirty (30) days of receipt of Consultant's invoice and approved by City.

b. Upon completion of work and acceptance by City, Consultant shall have sixty (60) days in which to submit final invoicing for payment. An extension may

be granted by City upon receiving a written request thirty (30) days in advance of said time limitation. The City shall have no obligation or liability to pay any invoice for work performed which the Consultant fails or neglects to submit within sixty (60) days, or any extension thereof granted by the City, after the work is accepted by the City.

5. **Sufficiency of Consultant's Work.** All reports, drawings, designs, plan review comments and work product of Consultant shall be adequate and sufficient to meet the purposes for which they are prepared.

6. **Ownership of Work.** All reports, drawings, designs, plan review comments, work product, and all other documents completed or partially completed by Consultant in the performance of this Agreement shall become the property of the City. Any and all copyrightable subject matter in all materials is hereby assigned to the City and the Consultant agrees to execute any additional documents that may be necessary to evidence such assignment. All materials shall be delivered to the City upon completion or termination of the work under this Agreement. If any materials are lost, damaged or destroyed before final delivery to the City, the Consultant shall replace them at its own expense. Consultant shall keep materials confidential. Materials shall not be used for purposes other than performance of services under this Agreement and

shall not be disclosed to anyone not connected with these services, unless the City provides prior written consent.

7. **Changes.** City may request changes in the scope of services to be provided by Consultant. Any changes and related fees shall be mutually agreed upon between the parties and subject to a written amendment to this Agreement.

8. **Consultant's Status.** In performing the obligations set forth in this Agreement, Consultant shall have the status of an independent contractor and Consultant shall not be considered to be an employee of the City for any purpose. All persons working for or under the direction of Consultant are its agents and employees and are not agents or employees of City.

9. **Termination for Convenience of City.** The City may terminate this Agreement at any time by mailing a notice in writing to Consultant. The Agreement shall then be deemed terminated and no further work shall be performed by Consultant. If the Agreement is so terminated, the Consultant shall be paid for that percentage of the work actually completed at the time the notice of termination is received.

10. **Non-Assignability.** The Consultant shall not assign, sublet, or transfer this Agreement or any interest or obligation in the Agreement without the prior written consent of the City, and then only upon such terms and conditions as City may set forth in writing. Consultant shall be solely responsible for reimbursing subcontractors.

11. **Indemnity and Hold Harmless.** Consultant shall defend, indemnify, and hold harmless, the City and its officers, agents and employees from and against all claims, losses, damage, injury, and liability for damages arising from, or alleged to have arisen from, errors, omissions, negligent or wrongful acts of the Consultant in the performance of its services under this Agreement, regardless of whether the City has reviewed or approved the work or services which has given rise to the claim, loss, damage, injury or liability for damages. This indemnification shall extend for a reasonable period of time after completion of the project as well as during the period of actual performance of services under this Agreement. The City's acceptance of the insurance certificates required under this Agreement does not relieve the Consultant from its obligation under this paragraph.

12. **Insurance.** During the term of this Agreement, Consultant shall maintain in full force and effect at its own cost and expense the insurance coverage as set forth in Exhibit E – Insurance Requirements for Provisions, and shall otherwise comply with the other provisions of Exhibit E.

13. **Notices.** All notices herein required shall be in writing and shall be sent by certified or registered mail, postage prepaid, addressed as follows:

Consultant:	4LEAF, Inc. Kevin J. Duggan 8896 North Winding Way Fair Oaks, CA 95628	City:	City Manager City of Stockton 425 N. El Dorado Street Stockton, CA 95202
-------------	---	-------	---

Bureau Veritas North America  
Craig Baptista  
180 Promenade Ci, Ste. 150  
Sacramento, CA 95834

CSG Consultants, Inc.  
Cyrus Kianpour  
1022 G Street  
Sacramento, CA 95814

West Coast Code Consultants, Inc.  
Giyen Senaratne  
2400 Camino Ramon Ste. 240  
San Ramon, CA 94583

14. **Conformance to Applicable Laws.** Consultant shall comply with all applicable Federal, State, and Municipal laws, rules, and ordinances. Consultant shall not discriminate in the employment of persons or in the provision of services under this Agreement on the basis of any legally protected classification, including race, color, national origin, ancestry, sex or religion of such person.

15. **Licenses, Certifications and Permits.** Prior to the City's execution of this Agreement and prior to the Consultant's engaging in any operation or activity set forth in this Agreement, Consultant shall obtain a City of Stockton business license, which must be kept in effect during the term of this Agreement. Consultant covenants that it has obtained all certificates, licenses, permits and the like required to perform the services under this Agreement.

16. **Records and Audits.** Consultant shall maintain all records regarding this Agreement and the services performed for a period of three years from the date that final payment is made. At any time during normal business hours, the records shall be made available to the City to inspect and audit.

17. **Confidentiality.** Consultant shall exercise reasonable precautions to prevent the unauthorized disclosure and use of City reports, information or conclusions.

18. **Conflicts of Interest.** Consultant covenants that other than this Agreement, Consultant has no financial interest with any official, employee or other representative of the City. Consultant and its principals do not have any financial interest in real property, sources of income or investment that would be affected in any

manner of degree by the performance of Consultant's services under this Agreement. If such an interest arises, Consultant will immediately notify the City.

19. **Waiver.** In the event either City or Consultant at any time waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or of any other covenant, condition or obligation.

20. **Governing Law.** California law shall govern any legal action pursuant to this Agreement with venue for all claims in the Superior Court of the County of San Joaquin, Stockton Branch or, where applicable, in the federal District Court of California, Northern District, Sacramento Division.

21. **No Personal Liability.** No official or employee of City shall be personally liable to Consultant in the event of any default or breach by the City or for any amount due Consultant.

22. **Exhibits.** All exhibits referred to herein are attached hereto and are by this reference incorporated herein.

23. **Scope of Agreement.** This writing constitutes the entire Agreement between the parties. Any modification to the Agreement shall be in writing and signed by both parties.


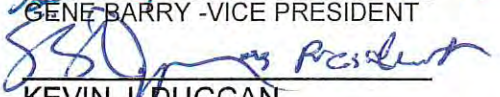


THIS AGREEMENT executed the date and year first above written.

CITY OF STOCKTON

  
KURT O. WILSON  
CITY MANAGER

4LEAF, INC.


  
GENE BARRY - VICE PRESIDENT  
  
KEVIN J. DUGGAN  
PRESIDENT

CSG CONSULTANTS, INC.

  
CYRUS KIANPOUR  
PRESIDENT

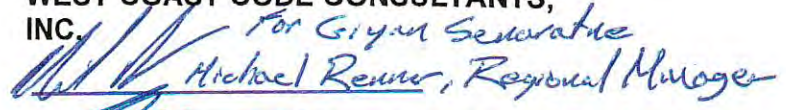

  
Charles D. Rider Sec.

BUREAU VERITAS NORTH AMERICA, INC.


  
CRAIG BAPTISTA  
PRESIDENT *Director of operations*

  
Andrea Coley

WEST COAST CODE CONSULTANTS, INC.

  
For Geyan Senaratne  
Michael Renner, Regional Manager  
  
CHRIS ROSE - OPS MANAGER  
GEYAN SENARATNE  
PRESIDENT

ATTEST:

  
BONNIE PAIGE  
CITY CLERK



APPROVED AS TO FORM:



Taryn N. Jones  
Deputy City Attorney

[If Consultant is a corporation  
signature(s) must comply with  
Corporations Code §313.]



# STATEMENT OF QUALIFICATIONS

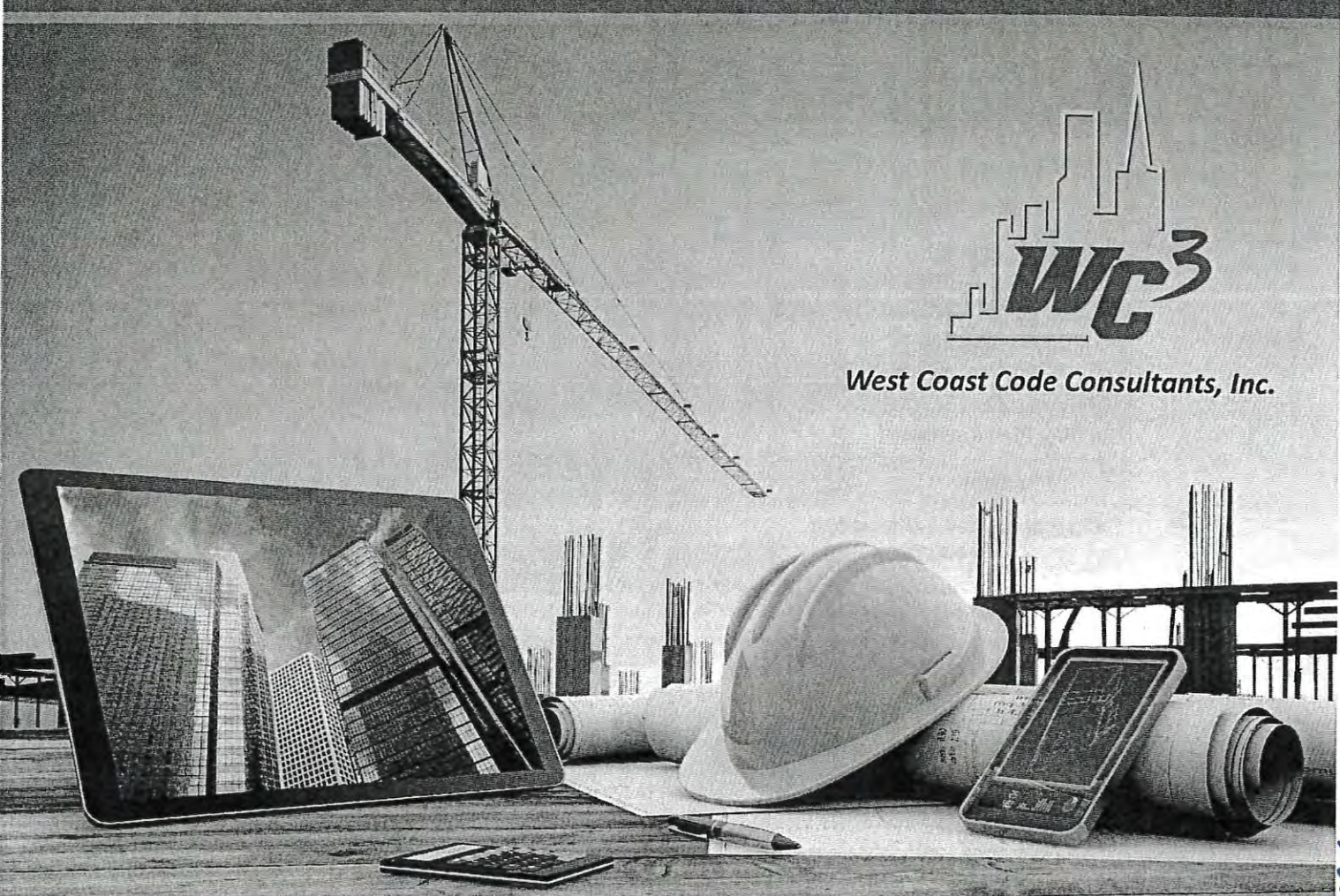
FOR ON-CALL BUILDING PLAN REVIEW AND INSPECTION  
SERVICES, ENGINEERING PLAN REVIEW  
RFP NUMBER PUR 17-001

WC<sup>3</sup> LOCATIONS  
CALIFORNIA  
WASHINGTON  
UTAH  
WYOMING

[www.WC-3.com](http://www.WC-3.com)



*West Coast Code Consultants, Inc.*



PREPARED FOR THE:

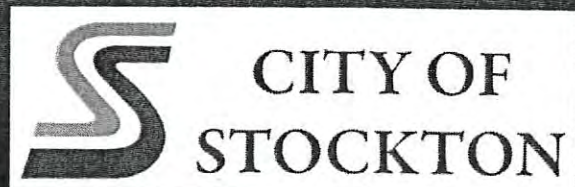
## CITY OF STOCKTON

### CONTACT INFO

Michael Renner

916.794.6222

MikeR@wc-3.com



2017-06-20-1103-03 MR





## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

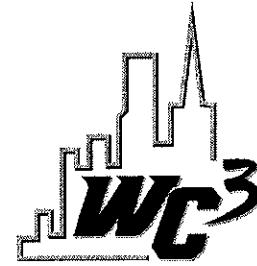
# CONTENTS

<b>Qualifications Statement .....</b>	<b>3</b>
<b>Proponent's Agreement.....</b>	<b>4</b>
<b>Letter of Introduction .....</b>	<b>5</b>
<b>Firm Information and Qualification .....</b>	<b>6</b>
Firm Information.....	6
Background & History.....	7
No Conflict of Interest.....	7
Insurance.....	7
<b>Scope of Services .....</b>	<b>8</b>
Building Plan Review.....	8
Building Plan Review Process & Methodology.....	9
Plan Review Turn around Schedules.....	10
Expedited Plan Review.....	10
Digital Review Capability and Plan Review Staffing.....	11
Online Plan Review Services.....	11
Communications & Meeting Availability.....	11
Building Inspection Services .....	12
Engineering Services.....	13
Map Review.....	14
C3 Stormwater Plan Review & Inspections .....	14
Survey Services.....	14
CASp Review & Inspection Services.....	14
<b>Project Personnel.....</b>	<b>15</b>
Firm Structure.....	15
Project Management Personnel.....	16
Key Personnel.....	17
<b>Experience .....</b>	<b>19</b>
<b>References .....</b>	<b>24</b>
<b>Additional Services .....</b>	<b>24</b>
<b>Appendix .....</b>	<b>26</b>
Financial Statement	
Non-Collusion Affidavit	
Resumes	
<b><u>Under Seperate Cover</u></b>	
<b>Professional Services Fees</b>	

# LETTER OF INTRODUCTION

## LETTER OF INTRODUCTION

Tracy LaBarber  
Community Development  
City of Stockton  
425 North El Dorado Street  
Stockton, CA 95202-1997



### RE: REQUEST FOR QUALIFICATIONS FOR ON-CALL BUILDING, INSPECTION, ENGINEERING & CONSTRUCTION MANAGEMENT SERVICES

West Coast Code Consultants, Inc. (WC<sup>3</sup>) is pleased to present our proposal. We understand the City of Stockton is requesting assistance with on-call building, inspection, engineering & construction management services. Our team of highly qualified staff and track record of outstanding service to our clients makes our firm ideally suited to provide the services requested. We are an established firm and bring experience in all construction types with successful projects completed for over 300 jurisdictions and agencies.

Our scope of services, work plan, compensation, background and years of experience, staff qualifications, a sampling of various projects, and terms of agreement are all presented within our proposal. Our key strategies are as follows:

- ▶ Perform quality **plan reviews that meet or beat the required turnaround times.**
- ▶ Furnish **accurate and responsive** plan reviews to ensure compliance with all current codes and the City of Stockton Municipal code.
- ▶ Provide all services in a **cost-effective** manner.
- ▶ Provide the **highest level of customer service** for internal and external customers.
- ▶ Balance the need to ensure conformance to standards and regulations with the need for **predictability, uniformity, and efficiency.**

We propose Mr. Michael Renner as our Project Manager and main point of contact for our Sacramento office located at 3841 N. Freeway Blvd., Suite 280. He can be reached at 916.794.6222 or miker@wc-3. Mr. Renner's resume can be found in the appendix. I will remain available at any time should the City of Stockton require additional support. I am authorized to contractually bind WC<sup>3</sup>. In addition, should you have any questions or require further information, please do not hesitate to contact me at (925) 766-5600 or giyan@wc-3.com. Thank you for considering WC<sup>3</sup> for your building and safety services. We look forward to working with you and your staff, and are confident in our ability to deliver outstanding service and technical excellence for the City of Stockton.

Sincerely,

**West Coast Code Consultants, Inc.**

Giyan A. Senaratne, PE, SE, LEED AP, CASp  
Principal/CEO

2400 Camino Ramon, Suite 240 | San Ramon, CA 94583

T: 925.275.1700 or C: 925.766.5600

giyan@wc-3.com | www.wc-3.com



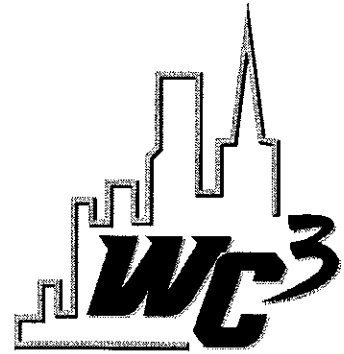
## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

# FIRM INFORMATION

## Firm Information & Qualification

Below is a listing of our locations and contact information. We can serve your community by providing Building and Safety Plan Review and Inspection, Public Works Plan Review and Inspection, Fire Prevention Plan Review and Inspection, Code Enforcement Services, Engineering & Planning Services, Construction Management, CASp Plan Review & Inspections and Electronic Document Management Solutions.



### Principal:

**Giyan Senaratne, PE, SE, LEED AP, CASp**  
Principal/CEO  
925.275.1700 O | 925.766.5600 C  
giyan@wc-3.com

### Regional Manager / Principal Office:


**Michael Renner, CBO**  
3841 N Freeway Blvd, Suite 280  
Sacramento, CA 95834  
916.333.1503 O | 916.794.6222 C  
miker@wc-3.com


**YEAR ESTABLISHED:** 2006 | Over 10 years in Business | California S Corporation | Federal ID:204707579


**EMPLOYEE COUNT:** 108


**LOCATION:** WC<sup>3</sup> Sacramento regional office is located a short 50 miles from the City of Stockton's offices allowing for a speedy response to any of your potential needs.


### Office Locations:


 **CORPORATE OFFICE**  
2400 Camino Ramon, Suite #240  
San Ramon, CA 94583  
Phone: 925.275.1700

 **SACRAMENTO OFFICE:**  
3841 N Freeway Blvd, Suite 280  
Sacramento, CA 95834  
Phone: 916.333.1503

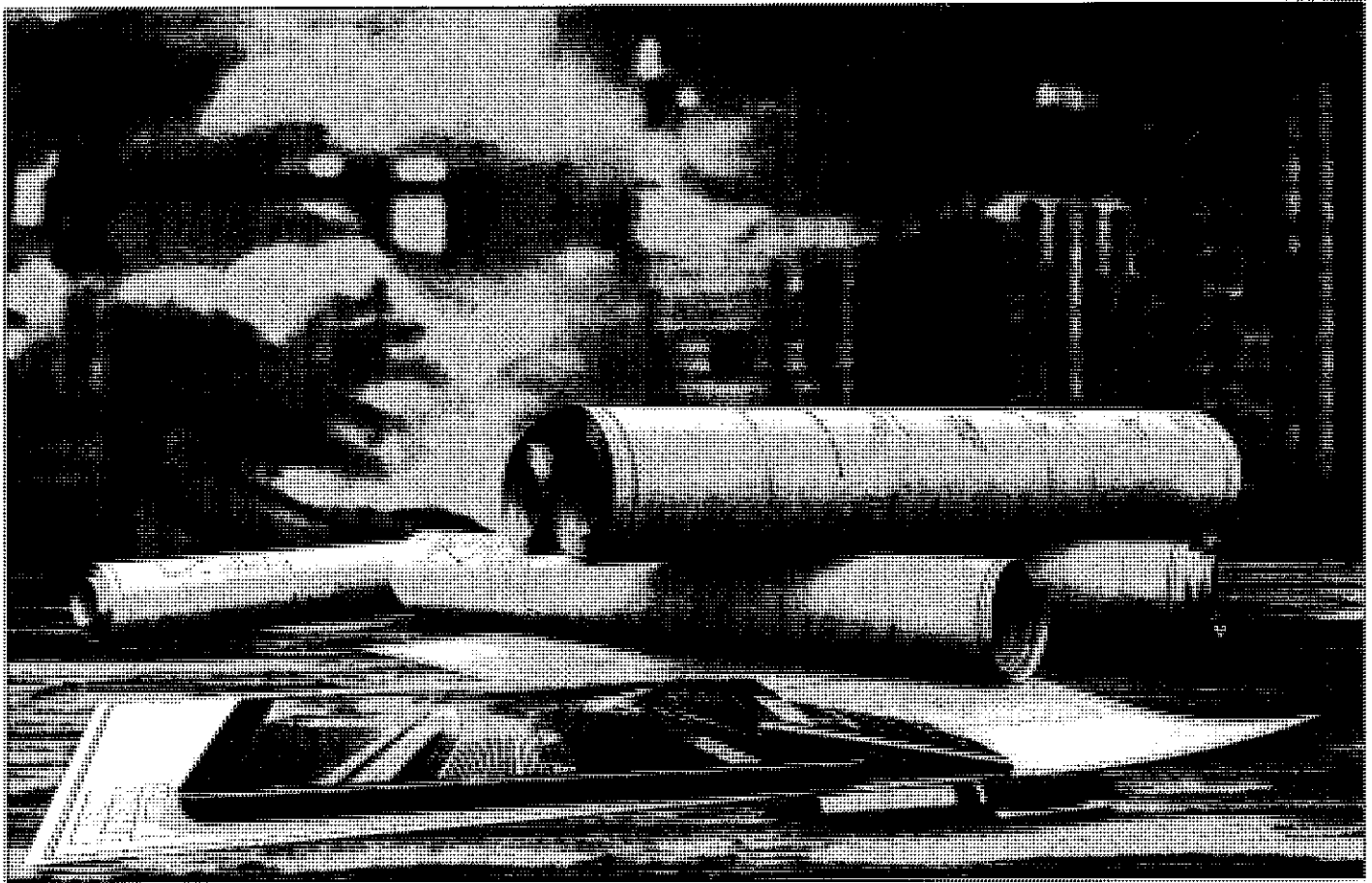
 **WEST JORDAN, UTAH OFFICE:**  
8821 S. REDWOOD RD, SUITE A  
WEST JORDAN, UTAH 84088  
PHONE: 385.237.3722

 **SOUTH SAN FRANCISCO OFFICE:**  
417 Grand Avenue, Suite 201  
South San Francisco, CA 94080  
Phone: 650.754.6353

 **WASHINGTON OFFICE:**  
19109 36th Avenue W, Suite 207  
Lynnwood, WA 98036  
Phone: 425.582.1719

 **LAYTON, UTAH OFFICE:**  
908 West Gordon Ave. Suite #3  
Layton, UT 84041  
Phone: 801.547.8133

## FIRM INFORMATION



### Background and History

West Coast Code Consultants, Inc. (WC<sup>3</sup>) specializes in providing all inclusive municipal consulting services to jurisdictions and government entities. WC<sup>3</sup> was founded in 2006 by Giyan Senaratne, P.E., S.E., LEED AP, CASp. Since that time our goal has been the harmonious and efficient integration of our services with public agencies. Our staff of over 100 employees is comprised of structural engineers, civil engineers, electrical engineers, mechanical engineers, fire protection engineers, ICC certified building officials, certified access specialists (CASp), ICC certified plans examiners, ICC certified building inspectors, ICC certified permit technicians and other professionals.

### No Conflict of Interest

WC<sup>3</sup> works only for government agencies and has no conflict of interest with any applicants applying for permits or requiring inspections by your jurisdiction. WC<sup>3</sup> has no past, ongoing, or potential conflicts of interest which would occur due to executing work with your jurisdiction.

### Insurance

West Coast Code Consultants, Inc. carries ample insurance to comply with the City's requirements. WC<sup>3</sup> is familiar with the insurance requirements included in Exhibit A of the RFP. Upon the award of the contract the Insurance policy will be provided to the City.



## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

# SCOPE OF SERVICES

## Building Plan Review

WC<sup>3</sup> will provide the following scope of building plan review services by performing plan reviews at our Sacramento office or, if requested, at the City's Building Department. Plans will be carefully reviewed for their compliance with the model codes adopted by the State of California as amended by the City of Stockton. We have read and will comply with the specifics set forward within the Request for Proposal. Plans are thoroughly reviewed for the following (as applicable):

- ▶ 2016 California Building Code Volume 1 & 2
- ▶ 2016 California Residential Code
- ▶ Title-24 Accessibility
- ▶ 2016 California Electrical Code
- ▶ 2016 California Green Building Code
- ▶ 2016 California Plumbing Code
- ▶ 2016 California Energy Code
- ▶ 2016 California Mechanical Code
- ▶ 2016 Historical Building Code
- ▶ OSHPD - 3
- ▶ City of Stockton ordinances

Our structural plan review staff is experienced in reviewing new and retrofit projects utilizing wood, masonry, reinforced concrete, pre-stressed concrete, structural steel, and light gauge steel construction. We have reviewed projects using the following codes, standards, and criteria:

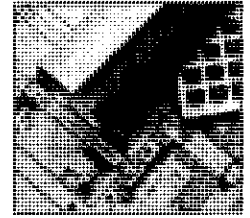
- ▶ ASCE 7-10, 31 and 41
- ▶ NEHRP
- ▶ FEMA 350, 351, 353, and P-751
- ▶ AISC 341-10, 358-10, and 360-10
- ▶ ACI 318-11
- ▶ ANSI/AF&PA NDS-08
- ▶ TMS 402-11 / ACI 530-11
- ▶ AISI S100 to S230-07

To provide our clients with comprehensive plan review services our plans examiners are well versed in California Title 24 Energy and Accessibility requirements. Additionally, because sustainable design is one of the current goals in the construction industry, our review team has experience with the requirements of the California Historical Building Code, California Green Building Standards Code, LEED, and other green building standards.

# SCOPE OF SERVICES

## Building Plan Review Process and Methodology

Outlined below is the general process WC<sup>3</sup> utilizes to provide plan review services. WC<sup>3</sup> has the capacity to provide all of the services requested by the jurisdiction. The following is presented as a guideline to be adjusted according to the unique processing procedures of your jurisdiction. We will work with your department in a seamless and timely manner for the review of plans and supporting documents for code compliance.



### Review

- ▶ We can easily transition the comment structure in our plan review comment lists into your department's format.
- ▶ An electronic information file specific to your jurisdiction is created to identify items inherent and of interest to the department. This file will be maintained and utilized during each and every review, ensuring concerns are addressed.
- ▶ WC<sup>3</sup> understands code interpretations are subject to final review & approval by the Chief Building Official. It is further understood all plan review comments are subject to the review by the department's staff members.
- ▶ Plan reviews will be conducted within time frame guidelines established by the jurisdiction & identified under the Plan Review Schedule.
- ▶ Expedited reviews can be accommodated given a 24-hour notice.

### Process

- ▶ Off-site plan reviews are offered and will be performed at WC<sup>3</sup> offices.
- ▶ We can also provide full or part time in house plan reviewers to suit your needs and assist in over-the-counter and same-day reviews.
- ▶ A courier service will be dispatched for pick-up on the same day when notified by noon, or otherwise within 24 hours. WC<sup>3</sup> will utilize our established shipping service account to pick up all documents to be delivered to our office at no additional cost to the jurisdiction.
- ▶ Correction lists will be electronically sent to the jurisdiction's designated staff member(s) for inclusion in a consolidated correction letter. Any other applicable correspondence will be sent via electronic mail.
- ▶ All communication with the applicant's designee will be conducted and coordinated as required to assist in responding to our plan review letters. We will work with your jurisdiction's preferred method of communication.
- ▶ Plan review approval will not be recommended to the jurisdiction until all code compliance issues are resolved and all permit issuance requirements of the department are satisfied.





## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

### Plan Review Turnaround Schedules

Our comprehensive plan reviews are returned promptly to meet your jurisdiction's needs. WC<sup>3</sup> will commit to completing plan reviews within the timeline expectations required by the jurisdiction. Our typical turnaround times are listed below. For extraordinarily complex projects, WC<sup>3</sup> will immediately contact the department and agree on an appropriate turnaround time prior to starting the review.

#### Typical Plan Review Turnaround Schedule

Type of Project	Turnaround Time *	
	First Review (Working Days)	Recheck (Working Days)
New Residential Construction, Additions, and Remodels	10	5
New Multi Family	15	10
New Commercial Construction - Small	10	5
New Commercial Construction - Large	15	10
Commercial Additions	10	5
Tenant Improvements	10	5
* All turnaround times have been specified from the day they are received in our offices.		
*Typical turnaround time for complex projects is 15-days for the first review and 10 days for any re-check.		

### Expedited Plan Review

Accelerated plan review can be accommodated upon request from the City. For expedited or fast-track projects requested by the jurisdiction, we propose a fee of 150% of the professional service fees listed within this proposal and agreed upon by the City.

#### Expedited Plan Review Turnaround Schedule

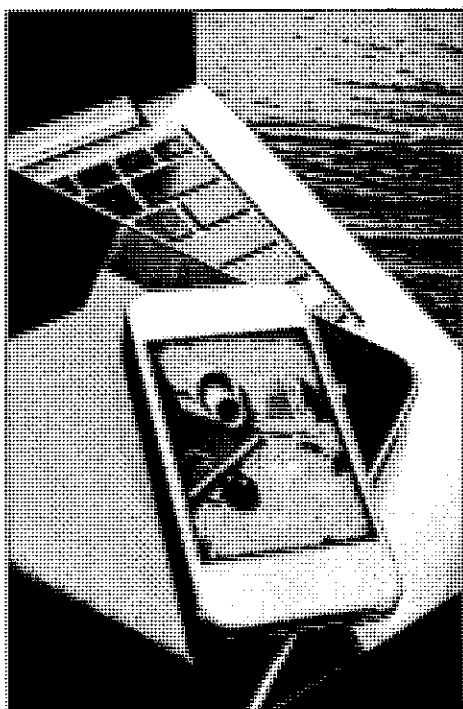
Type of Project	Turnaround Time *	
	First Review (Working Days)	Recheck (Working Days)
New Residential Construction, Additions, and Remodels	5	5
New Multi Family	5	5
New Commercial Construction	5	5
Commercial Additions	5	5
Tenant Improvements	5	5
* All turnaround times have been specified from the day they are received in our offices.		

## SCOPE OF SERVICES

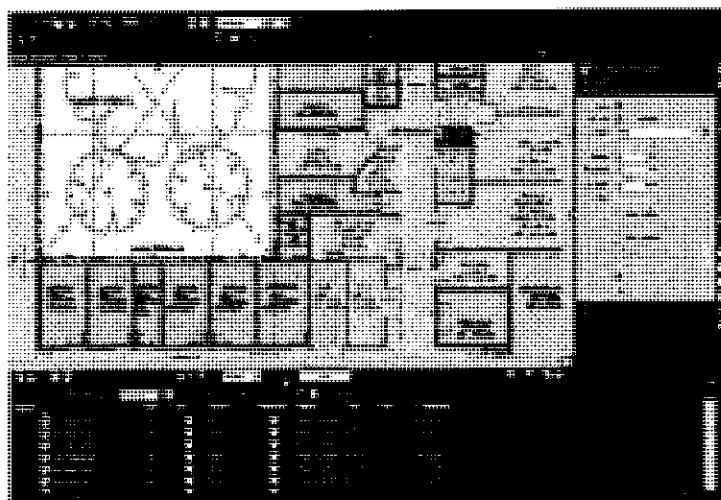
### Digital Review Capability and Plan Review Staffing

Digital plan review allows WC<sup>3</sup> the ability to review, mark-up and transport plans of any size electronically. We strongly encourage this service for our clients. This process delivers a high degree of cost effectiveness, time efficiency and a "green" and environmentally friendly system. Through our strong focus on utilizing digital plan review whenever available and possible, we offer clients full access to all WC<sup>3</sup> engineers and plans examiners company-wide, from any of our office locations. This service delivers an exceptional bank of expertise and knowledge base in all disciplines available for any type of project, specific jurisdictional demographics, and required code experience.

### Online Plan Review Services



WC<sup>3</sup> will provide electronic plan review and the required protocol for electronic submittals and processing when this service is utilized. WC<sup>3</sup> can easily train jurisdictional staff regarding submittals, processing, and issuance of projects reviewed electronically. A secured online portal can be established for quick access and information regarding plan review status during the review process.



### Communication & Meeting Availability

WC<sup>3</sup> staff members are available to discuss projects with City staff, project designers, and the construction team in person, by telephone, e-mail or web conference during normal business hours, at no additional cost to the jurisdiction.



## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

# Building Inspection

West Coast Code Consultants' inspectors are experienced in a wide variety of construction types and occupancies including residential developments, tenant improvements, commercial, institutional, essential service buildings and industrial projects. WC<sup>3</sup> provides our inspectors with all the tools, reference materials, and equipment needed to perform their duties.

We understand that a positive attitude and customer service skills are critical components to successful jobsite interactions, therefore, we employ inspectors who are experienced and skilled in dealing with people both at the front counter and in the field. All inspection personnel assigned to your jurisdiction will be able to read, understand and interpret construction documents, prepare and maintain accurate records and reports, communicate clearly both verbally and in writing and work effectively with contractors, the public, and jurisdictional staff.

Our staff will contact the Building Official (or his/her designee) for any code interpretations, local preferences, alternate means/methods exceptions, etc. Our inspectors will work closely with the Building Official regarding any field interpretations required for complex code items. If a concern should arise on a project our inspection staff will work proactively with all parties to resolve the issue.

We tailor our inspection services to meet the specific needs of our clients. We maintain a list of highly qualified personnel we utilize for both full time and interim needs. Inspection services will be sourced out of our local Sacramento office where we can draw upon our list of qualified candidates for the department's approval. We will provide inspection services within 24 hours of notification.

Assigned staff will perform continuous or periodic construction inspections to verify that the work of construction is in conformance with the approved project plans as well as identifying issues of non-compliance with applicable building codes.

In general, inspection services provided may include, but are not limited to:

- ▶ Performing all inspections through your Building Division and under the direction of the Chief Building Official or his/her designated staff.
- ▶ Performing all necessary building inspections in an efficient and courteous manner.
- ▶ Providing personnel who are professionally qualified and certified, as determined by the jurisdiction, to perform commercial, industrial and/or residential construction inspection.
- ▶ Projects under construction by permit shall be inspected for compliance with adopted Building Codes as amended by local ordinance.
- ▶ Coordinating inspection services with other pertinent departments as needed.
- ▶ Enforcing conditions of approval associated with discretionary permits.
- ▶ Overseeing special inspections and conducting investigations as directed by your department including field and office research and preparation of documents.
- ▶ Input of all inspection records into the department's permit tracking system, maintenance of all inspection records, correction notices, and all documentation related to design changes for all assigned projects.
- ▶ Resolving code interpretation issues in a timely and professional manner.
- ▶ Observing each project at the completion of the various stages of construction for compliance with the appropriate building codes and approved project plans.
- ▶ Coordination with the Building Division on all Certificates of Occupancy to confirm that all applicable departments and regulatory agencies have approved the project. We will also participate in any staff meetings and/or trainings as required by your jurisdiction.

# SCOPE OF SERVICES

## Engineering Services

West Coast Code Consultants can provide the following scope of services by performing plan reviews at our office in Sacramento or, if requested, at City offices. WC<sup>3</sup> uses an individualized review process tailored to meet a jurisdiction's particular needs and design requirements or guidelines. At project commencement, WC<sup>3</sup> will prepare a customized plan review checklist to cover all industry standards and state or federal rules and regulations. The checklist is typically prepared from Cities' Municipal Codes/Ordinances, City standard plans and specifications, design guidelines available online to the general public, and any other public or confidential information made available to WC<sup>3</sup> by City staff. Our experienced staff regularly reviews the following for grading and drainage plan submittals:

- ▶ Rough and Precise Grading Plans
- ▶ Hydrology/Hydraulic Studies
- ▶ Utility Plans & Profiles (Storm Drain, Sanitary Sewer, Water, Electric, Gas)
- ▶ Offsite Improvements and Encroachment Permits
- ▶ Sediment and Erosion Control Plans
- ▶ Storm water Pollution Prevention Plans (SWPPPs)
- ▶ Construction Details
- ▶ Demolition Plans
- ▶ Construction Cost Estimates (Engineer's Estimates/Probable Costs)
- ▶ Design and Implement Contingency Cost Percentage

We review the plans and supporting documents for compliance with the following:

- ▶ Geotechnical recommendations
- ▶ Hydrology Report
- ▶ Municipal Code, City Design Guidelines and Standards, or other City procedures and policies
- ▶ Community Plans (Specific Plan, General Plan)
- ▶ Caltrans Standards
- ▶ CEQA & Other Environmental Documents
- ▶ Final/Parcel Map & Subdivision Map Act
- ▶ National Pollution Discharge Elimination System (NPDES) permits
- ▶ Other Regional Agency Requirements (as they relate to infrastructure needs)
- ▶ ADA Compliance
- ▶ Traffic studies, parking issues
- ▶ Industry Standards

Our staff is trained and experienced in the following:

- ▶ NPDES Compliance, Specialized in Provision C.3 Compliance (MRP)
- ▶ Hydro-Management (HM), Certified Third Party Reviewer
- ▶ Construction Site Compliance for Water Quality Protection
- ▶ Manual on Uniform Traffic Control Devices (MUTCD)



## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

Our staff is trained and experienced in the following:

- ▶ State General Construction Permit (QSD's/QSP's on staff)
- ▶ Caltrans Standard Specifications and Standard Plans
- ▶ Subdivision Maps Act & Land Surveyor's Act
- ▶ Industry Standards

### **Map Review**

Final maps, parcel maps, lot line adjustments and legal descriptions will be reviewed by licensed Land Surveyor. The surveyor will request and review all supporting documentation, easements, dedications etc. as required by the conditions of approval and as may be identified during the plan review process. QA/QC review will ensure all certificates, locations and details of all dedications and easements are incorporated in the final map/parcel map.

### **C3 Stormwater Plan Review and Inspections**

WC<sup>3</sup> will provide an exceptional staff of Licensed Civil Engineers (P.E.) and Qualified SWPP Developers (QSD) to provide C3 Stormwater plan review and, if needed, inspection services. Plans will be carefully reviewed for compliance with the city C3 Stormwater Technical Guidelines. WC<sup>3</sup> has worked in multiple cities throughout California and is familiar with differences and intricacies of specific city guidelines and has completed plan review and inspected various treatment measures permitted by the C3 Stormwater Technical Guidelines, for public and private projects including Special Projects.

### **Survey Services**

WC<sup>3</sup> will provide survey services as per your request including, but not limited to: ground topographic survey and mapping, boundary line survey, prepare legal description, reviewing tentative maps, parcel maps, final maps, lot line adjustments, abandonment documents, and records of survey. In addition, we will serve as the City Surveyor and certify the technical correctness of maps and other documents submitted to the City under the Subdivision Map Act.

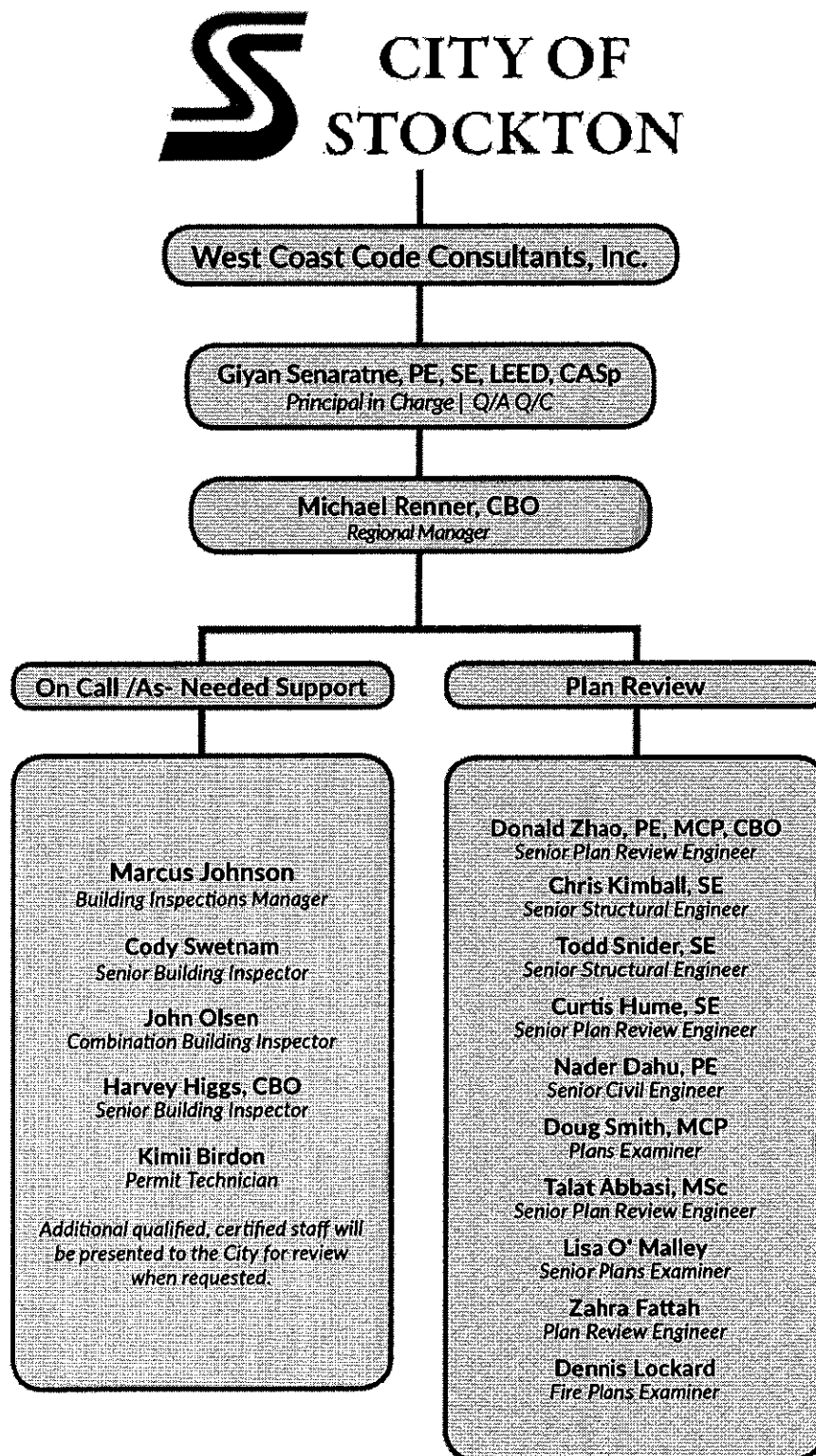
### **CASp Review and Inspection Service**

Our CASp certified staff are knowledgeable of state and federal accessibility laws and regulations and possesses the expertise necessary to promote access to facilities for persons with disabilities. In accordance with newly-formed rules and regulations we can supply CASp certified professionals for review and/or inspection for accessibility and will comply with regulations to provide a sufficient number of building department staff who are CASp certified.



## PERSONNEL

## FIRM STRUCTURE





## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

# PERSONNEL

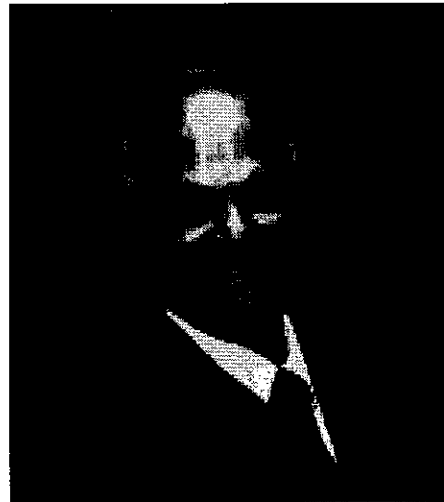
## Project Management Personnel



**Michael Renner**  
**CBO**

*Regional Manager*

We propose the services of our Regional Manager, Mr. Michael Renner, CBO as our main point of contact for your jurisdiction. Mr. Renner is a highly experienced ICC Certified Building Official, Plans Examiner and Building Inspector, with extensive building department administration and management experience. He has successfully guided department staff through all phases of complex construction projects. His experience includes managing all common building department responsibilities, including plan review, multi-discipline inspections, scheduling plan review and inspections, field supervision, regulatory compliance, code interpretation, and project acceptance. He brings unparalleled customer service to many jurisdictions assisting and guiding designers, contractors, architects and homeowners through the building permit process.



**Giyan Senaratne**  
**PE, SE, CASp, LEED AP**

*Principal-in-Charge*

Giyan Senaratne, will serve as Principal-in-Charge. He is a licensed California professional Engineer and the principal of WC<sup>3</sup>. Giyan has experience working with some of the most complex mixed-use buildings and industrial facilities throughout California and the Western United States. His knowledge of all codes is sought by many building officials and design professionals to assist in resolving difficult code issues. He is highly experienced in successfully managing municipal departments and agency projects from top to bottom including oversight of licensed engineers, architects and certified professionals holding exceptional qualifications and experience in assisting government agencies.

# PERSONNEL

## Project Personnel

### Key Personnel

Our key personnel all have experience with building departments and have worked directly with municipalities, providing plan review and inspection services. The following is a brief description of the qualifications of our staff that would work directly with the City. We do not anticipate needing any sub-consultants for work in the City of Stockton. WC<sup>3</sup> staffs over 110 professional plans examiners, engineers, architects, and inspectors providing an extensive network to satisfy all jurisdiction needs. Complete resumes can be found in the appendix.

	POSITION	LICENSES / CERTIFICATIONS / EDUCATION
<b>Giyan Senaratne</b>  PE, SE, CASp, LEED AP SAN RAMON, CA	Principal-in-Charge	Registered Structural Engineer: California 4457 Registered Civil Engineer: California 46194 LEED AP Credential Certified Access Specialist (CASp) + 4 other licenses and certifications
<b>Michael Renner</b>  CBO SACRAMENTO, CA	Regional Manager	ICC Certifications: 613/581 Certified Building Official Building Plans Examiner Residential Plans Examiner + 7 other certifications
<b>Donald Zhao</b>  PE, MCP, CBO SACRAMENTO, CA	Plan Review Engineer	Registered Professional Engineer: California 79273 ICC Master Code Professional ICC Certified Building Inspector ICC Building Inspector ICC Building Plans Examiner + 25 other certifications
<b>Todd Snider</b>  PE, SE SACRAMENTO, CA	Senior Structural Engineer	Registered Professional Engineer: California (26144) ICC Building Plans Examiner ICC Commercial Building Inspector + 7 other licenses and certifications
<b>Lisa O'Malley</b>  SACRAMENTO, CA	Senior Plans Examiner	ICC Building Plans Examiner Bachelor of Architecture, 1984
<b>Marcus Johnson</b>  SACRAMENTO, CA	Inspection Services Manager	Commercial Building Inspector Commercial Plans Examiner California Inspector S&P CA OSHA 10/30 Inspector + 4 other Certifications
<b>Zahra Fattah</b>  SACRAMENTO, CA	Plan Review Engineer	ICC Building Plans Examiner B.S. Structural Engineering, 1997 B.S. Applied Physics, 1995





# STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review

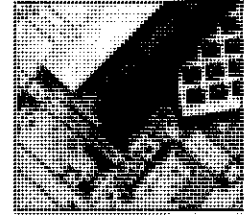
PUR 17-001

	POSITION	LICENSES / CERTIFICATIONS / EDUCATION
Dennis Lockard  CFM, CBO SACRAMENTO, CA	Fire Plans Examiner	ICC Certified Fire Marshal ICC Fire Plans Examiner + 6 other certifications
Chris Kimball  PE, SE, MCP, CBO SACRAMENTO, CA	Senior Structural Engineer	Registered Structural Engineer: California 1134 Registered Civil Engineer: California 38265 + 3 other licenses and certifications
Chris Kimball  PE, SE, MCP, CBO SACRAMENTO, CA	Senior Structural Engineer	Registered Civil Engineer: California (C67857) ICAL-EMA Emergency Responder (72771) ICC Certified Building Official ICC Master Code Professional ICC Combination Commercial Plans Examiner + 31 other licenses and certifications
Homer Marel  PE, CBO SACRAMENTO, CA	Senior Plan Review Engineer	Registered Professional Engineer: California (35055) Registered Civil Engineer: California (C65194) ICC Building Inspector ICC Building Plans Examiner + 6 other licenses and certifications
Doug Smith  MCP, CBO SACRAMENTO, CA	Plans Examiner	ICC Master Code Professional ICC Building Plans Examiner ICC Commercial Energy Plans Examiner + 11 other certifications
George Williams  MCP, CBO SACRAMENTO, CA	Senior Plans Examiner Senior Building Inspector	ICC Master Code Professional ICC Certified Building Official ICC Housing Code Official ICC/ACE Property Maintenance & Housing Inspector + 26 other certifications
Talat Abbasi  PE SACRAMENTO, CA	Senior Plan Review Engineer	Registered Professional Engineer: California C36022 ICC Plans Examiner
On-Call Personnel SACRAMENTO, CA	Fire Marshal Fire Inspector Building Inspectors Permit Technicians	When requested, potential candidates will be presented for review. WCC can supply qualified, certified personnel as needed.

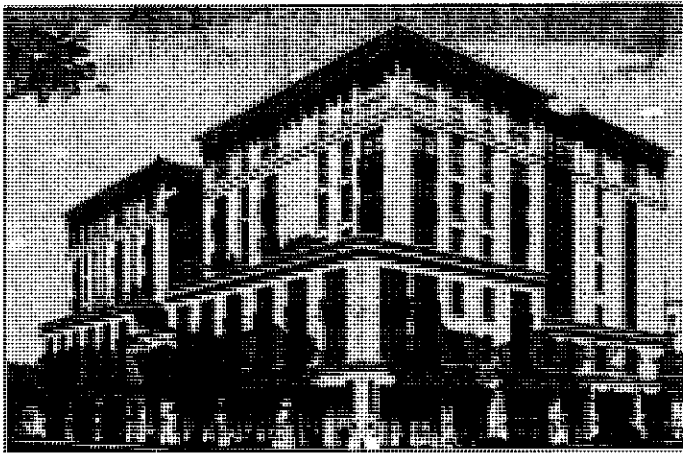
## EXPERIENCE

# EXPERIENCE

## Relevant Experience



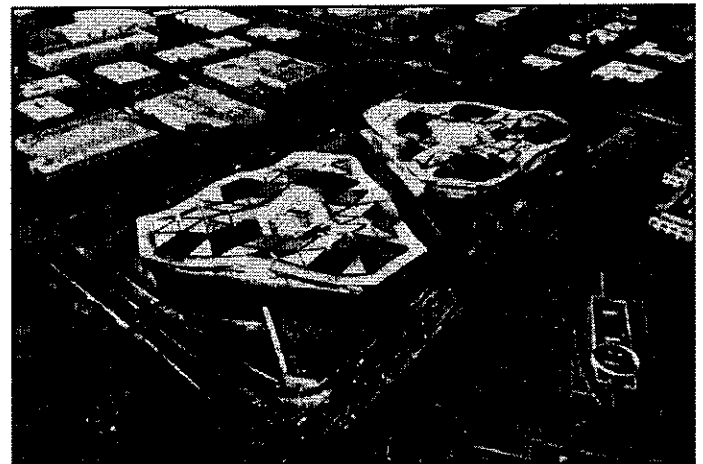
Our team of professionals have experience and knowledge in furnishing comprehensive consulting services to many jurisdictions and agencies. Leading-edge digital plan review capacity, quick turnaround times and responsive staffing capabilities lead to time and cost-savings to all of our clients. WC<sup>3</sup> will furnish the highest level of customer service to the City of Stockton, and to the ultimate client—your citizens. Presented is a sampling of notable projects representing our experience and knowledge with multiple construction types and occupancies. Distinct features of each project required a comprehensive understanding of Building Codes, Fire Codes, and other National, State and Local Standards. WC<sup>3</sup> will work collaboratively with design teams to help resolve any code issues.



### REDWOOD CITY APARTMENTS

This project consists of an 8-level, 137-unit multi-family residential development entailing one level of underground parking, 1 level of above ground parking, and 6 levels of for-rent apartments, located within the Downtown Precise Plan Area. Residential amenities include a fitness center & club room, bike room, outdoor private courtyard with a fountain, fireplace, kitchen/barbecue area, and an outdoor roof deck at level 8 of the building. WC<sup>3</sup> performed the complete building and fire plan reviews for this project.

**OCCUPANCY:** R-2, S-2, B, A-3,  
**LOCATION:** City of Redwood City, CA  
**VALUATION:** \$68 Million  
**CONTACT:** Gary Lapor, Chief Building Official  
 650.780.7350  
**CONSTRUCTION:** III-A on top of I-A  
**DATE:** 2015-Ongoing



### NVIDIA

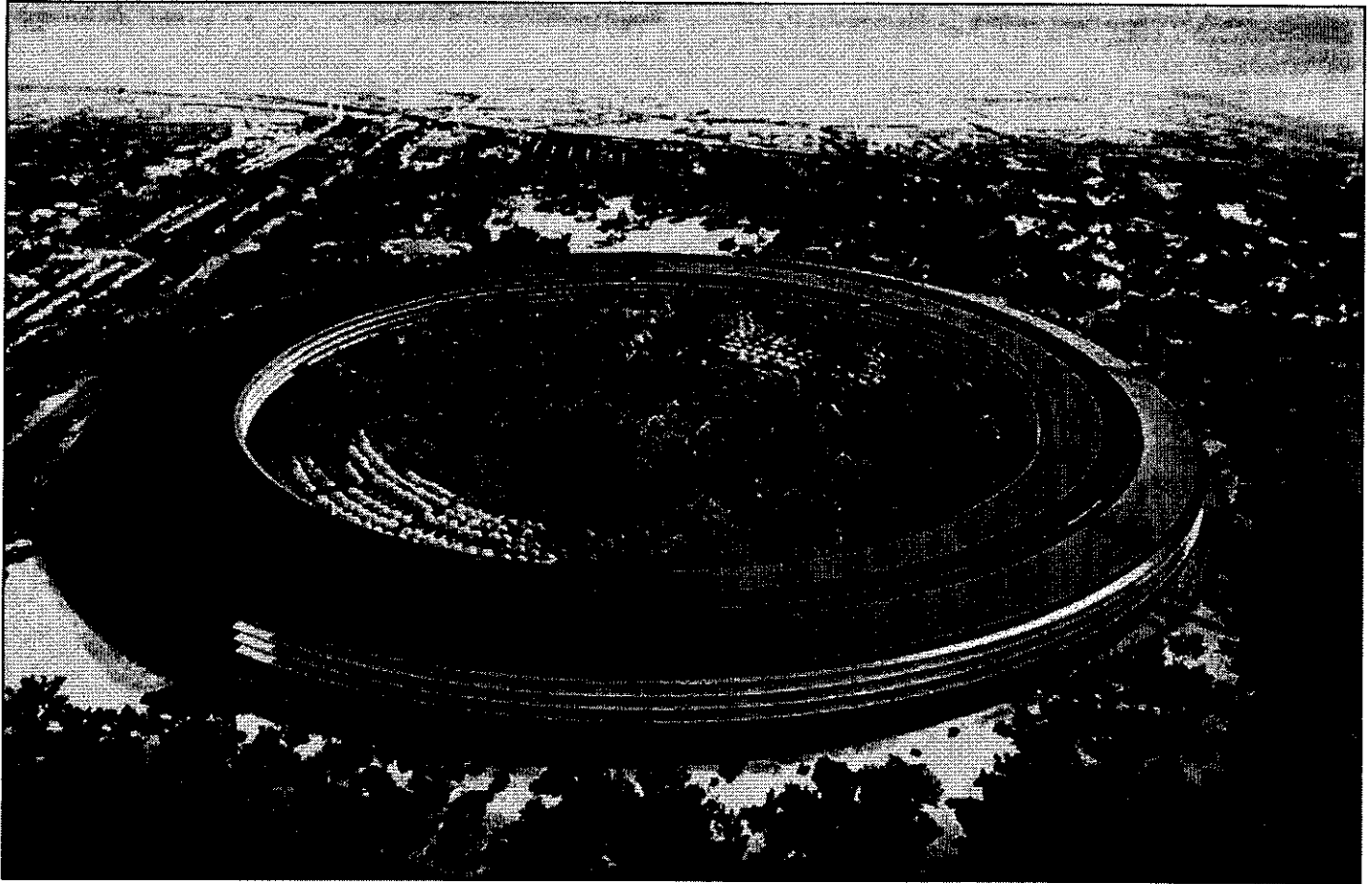
The NVIDIA project is a two-story office building with a two story parking structure beneath it. The gross building area is approximately 1,034,500 square feet. WC<sup>3</sup> provided building, civil and smoke control review for this project.

**OCCUPANCY:** B, A-2, A-3, S-2  
**LOCATION:** City of Santa Clara, CA  
**VALUATION:** \$55 Million  
**CONTACT:** Sharon Goei, CBO  
 408.615.2404  
**CONSTRUCTION:** Type I-A & II-B, Sprinklers  
**DATE:** 2014-Ongoing



## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001



### APPLE CAMPUS 2

LOCATION:  
City of Cupertino, CA

VALUATION:  
\$7+ Billion

CONTACT:  
Albert Salvador, PE, CBO  
Chief Building Official  
408.777.3206

DATE:  
2013-Ongoing

WC<sup>3</sup> was selected to manage all structural plan review for this landmark project, as well as oversight on all quality control and flow through Apple and City processes. Apple Campus 2 is designed as a model for the 21st century workplace highlighting an integrated, unified and secure campus surrounded by green space. The entire 176-acre site is being redeveloped with sustainable, state-of-the-art offices, research and development facilities. The project replaces the current disjointed assemblage of aging corporate facilities with a single high performance office, research and development building, with supporting facilities. Apple selected the internationally renowned architectural firm Foster + Partners, headed by Norman Foster, as architects. The signature Main Building accommodates up to 12,000 employees and comprises approximately 2.8 million square feet in four stories, resulting in a significant reduction of overall building footprint when compared to the facilities that exist on the site. The Campus will feature a Central Plant that is integrated with the parking structure and serves all buildings on the Main Building site. In addition, office and research facilities accommodating up to 2,200 employees and comprising approximately 600,000 square feet will be located along North Tantau Avenue, with approximately 300,000 square feet of development east of North Tantau Avenue and approximately 300,000 square feet west of North Tantau. The 600,000 square feet of office, research and development space will comprise Phase 2, which is scheduled to commence construction after Phase 1 is completed. These additional buildings will house office and research and development functions that need to be located adjacent to the Main Building, and will be supported with approximately 1,740 parking spaces.

## EXPERIENCE

### ORACLE DESIGN TECH HIGH SCHOOL

WC<sup>3</sup> assisted the Bldg & Fire Department with the performance based design for this 2-story, 64,000 sq. ft. bldg & worked in developing alternate means & methods to safely design & build. WC<sup>3</sup> performed the review of the architectural design of the project and the review & approval of the fire sprinkler/standpipe system, smoke management system & other technical features required for this project.

<b>E</b>	<b>Redwood City, CA</b>	<b>\$26.4 MILLION</b>
OCCUPANCY	LOCATION	VALUATION
<b>TYPE II-A, SPRINKLERS CONSTRUCTION</b>	<b>GARY LEPORI, CBO 650.780.7356</b>	<b>2016 DATE</b>
	CONTACT	



### PIXAR ANIMATION STUDIOS

This three-story building consisting of a basement, theaters, screening rooms, office space, and a grand atrium are all protected by a smoke control system. The structural system is poured in place concrete slabs with concrete shear walls. Scope of work included the complete plan review along with building inspection and project management.

<b>A-1, A-2, A-3, B, F-1, S-1</b>	<b>City of Emeryville, CA</b>	<b>\$68 MILLION</b>
OCCUPANCY	LOCATION	VALUATION
<b>1B Sprinklers CONSTRUCTION</b>	<b>CHARLES BRYANT PLANNING &amp; BUILDING DIRECTOR 510.596.4361</b>	<b>2009-2015 DATE</b>
	CONTACT	



### THE VINTAGE VILLAGE

This Vintage Village includes 16 two and three story apartment clusters, 4 story podium totaling 345 unit residential apartments, three retail / office buildings, and free standing CVS. WC<sup>3</sup> scope of work included the complete plan review along with building inspection.

<b>M, B, S-2, R-2, R-3</b>	<b>PLEASANTON, CA</b>	<b>\$27 Million</b>
OCCUPANCY	LOCATION	VALUATION
<b>I-A, IIIA, VB CONSTRUCTION</b>	<b>DENNIS COLBERT, C.B.O 925.931.5303</b>	<b>2014-Ongoing DATE</b>
	CONTACT	





## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001



### YOUTUBE

The YouTube project consisted of an extensive renovation of over 64,000 square feet of the first floor. WC<sup>3</sup> provided complete plan review services for this project.

**B, A-3**  
OCCUPANCY

**SAN BRUNO, CA**  
LOCATION

**\$6.7 MILLION**  
VALUATION

**TYPE II-B,  
SPRINKLERS**  
CONSTRUCTION

**SHARON GOEI, CBO**  
**408.615.2404**  
CONTACT

**2014-2015**  
DATE



### CITY CENTER BISHOP RANCH

A reinvention of the suburban shopping center model in which community, culture and commerce will converge. A 300,000 square feet of shopping, dining and entertainment. This project also includes a movie theater, mall, & parking garage. WC<sup>3</sup> is currently completing the fire plan reviews for this monumental project.

**A3, A2, B, M, S1**  
OCCUPANCY

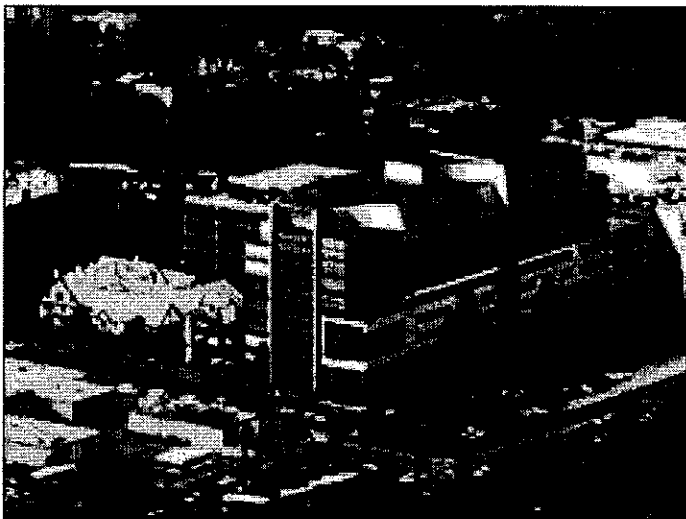
**EMERYVILLE, CA**  
LOCATION

**\$750 Million**  
VALUATION

**VARIOUS FROM  
TYPE I-A TO II-B,  
SPRINKLERS**  
CONSTRUCTION

**CHRISTINA KEIFER,**  
**DIVISION CHIEF,**  
**925.838.6681**  
CONTACT

**2014-ONGOING**  
DATE



### SUTTER HEALTH PARKING STRUCTURES RENOVATION

Sutter Health parking structure renovation consists of architectural barrier removal, relocation of accessible parking, structural renovations, restriping of existing parking layout, existing entry gate renovation, addition of electric vehicle charging stations, accessibility / general signage and lighting renovations. WC<sup>3</sup> provided complete plan review including accessibility, structural, and MEP.

**S-2**  
OCCUPANCY

**SACRAMENTO, CA**  
LOCATION

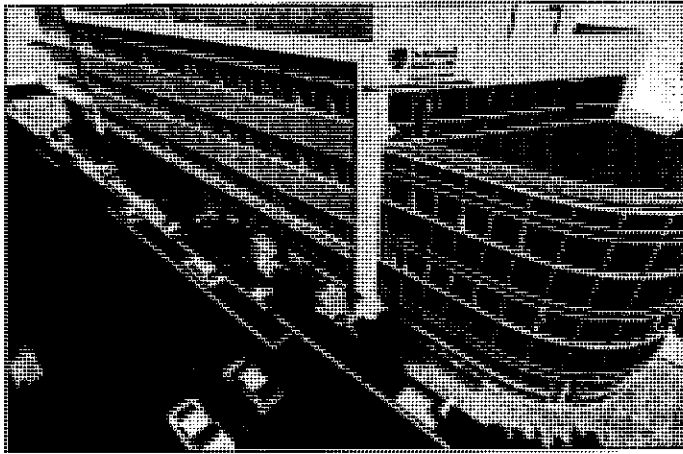
**\$2.5 MILLION**  
VALUATION

**I-A**  
CONSTRUCTION

**WINFRED DELEON,**  
**PE, CBO**  
**916.808.5475**  
CONTACT

**2015-2016**  
DATE

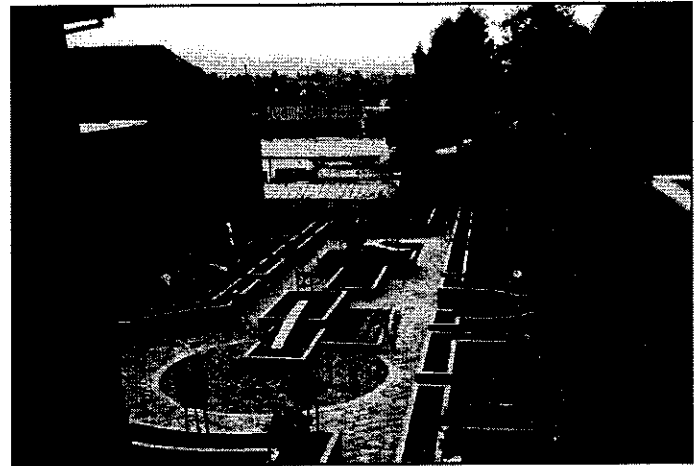
## EXPERIENCE



### STANFORD HEALTH CENTER

The Stanford Health Center consists of approximately 132,940 gross interior square footage of interior tenant improvement for medical offices (outpatient) use in 4 story shell. 4 story MOB, 2nd story is an outpatient facility including MRI rooms, CT Scan, Surgical Center, and Pharmacy.

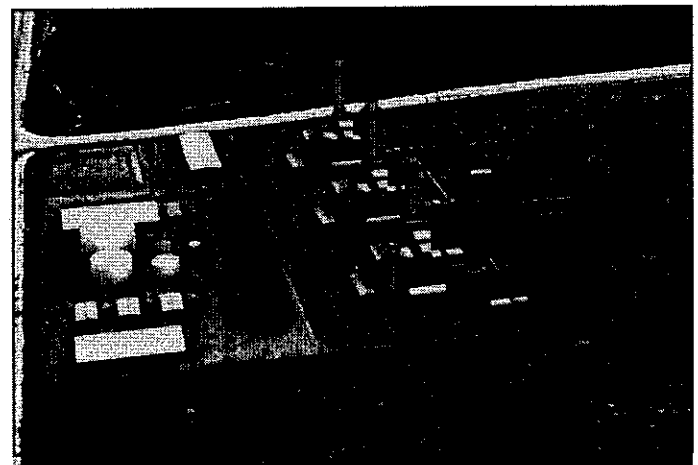
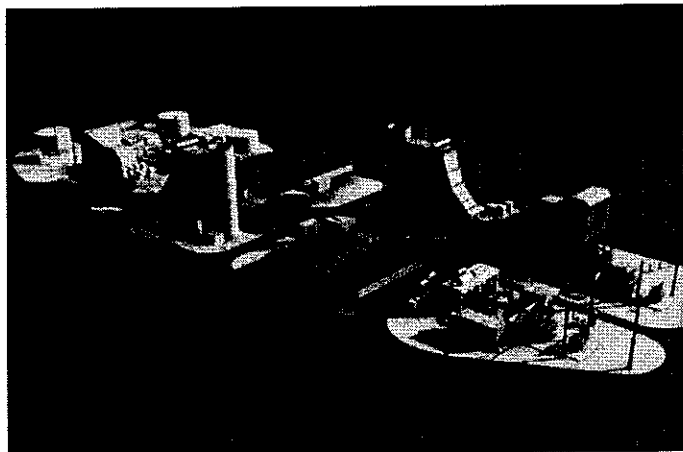
**OCCUPANCY:** S-2, B, I.2.1, H-2  
**LOCATION:** City of Emeryville, CA  
**VALUATION:** \$68 Million  
**CONTACT:** Victor Gonzales, Chief Building Official  
 510.596.4310  
**CONSTRUCTION:** I-B  
**DATE:** 2015-Ongoing



### 3900 ADELINE STREET

New apartment complex on a 1.2-acre site with a new podium structure which include an underground parking garage and 4, 4-story apartment buildings above in a mixed commercial/residential area. The site has 28 flow-through planter both at the podium level and grade level, 1 self-treating area, and 3 bioretention areas. WC<sup>3</sup> performed the entire building plan review, C.3 review, and inspections for the project.

**OCCUPANCY:** R-2, A-2, A-3  
**LOCATION:** City of Emeryville, CA  
**CONTACT:** Victor Gonzales, Chief Building Official  
 510.596.4310  
**CONSTRUCTION:** I-A, V-A  
**DATE:** 2015-2016



### CALIFORNIA ENERGY COMMISSION POWER PLANT CONSTRUCTION

West Coast Code Consultants, Inc. provides additional and unique project management services. Currently we are the appointed Delegate Chief Building Official for multiple active energy producing power plants throughout the state. In addition, we are the Authority Having Jurisdiction (AHJ); our firm manages all aspects of the projects. All Public Works, Engineering, Planning, Building and Administrative plan reviews and inspections are handled by WC<sup>3</sup>.



## STATEMENT OF QUALIFICATIONS

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

# REFERENCES

## Client References



### ► CITY OF DUBLIN

#### CONTACT:

**Gregory Shreeve**  
*Building Official*  
100 Civic Plaza  
Dublin, CA 94568  
916.835.6628  
gregory.shreeve@dublin.ca.gov

#### SERVICES:

Building Plan Review,  
Staff Augmentation  
2013—Ongoing

### ► CITY OF BERKELEY

#### CONTACT:

**Alex Roshal**  
*Chief Building Official*  
2120 Milvia Street  
Berkeley, CA 94704  
510.981.7400  
aroshal@cityofberkeley.info

#### SERVICES:

Building Plan Review, Staff  
Augmentation  
2013—Ongoing

### ► COUNTY OF CALAVERAS

#### CONTACT:

**Brian Moss**  
*Asst County Administrative Officer*  
Govt. Ctr. 891 Mountain Ranch Road  
San Andreas, CA 95249  
209.754.6025  
bmoss@co.calaveras.ca.us

#### SERVICES:

Building Plan Review, Interim CBO,  
Staff Augmentation, Inspections  
2016—Ongoing

### ► CITY OF VACAVILLE

#### CONTACT:

**Jay Salazar PE, CASp 075**  
*Chief Building Official*  
675 Merchant Street  
Vacaville, CA  
707.449.5342  
jay.salazar@cityofvacaville.com

#### SERVICES:

Building Plan Review, Inspection, and  
Staff Augmentation  
2014—Ongoing

### ► CITY OF CUPERTINO

#### CONTACT:

**Albert Salvador, PE, CBO**  
*Chief Building Official*  
1030 Torre Avenue  
Cupertino, CA 95014  
408.777.3206  
alberts@cupertino.org

#### SERVICES:

Building Plan Review  
2011—Ongoing

### ► CITY OF SAN BRUNO

#### CONTACT:

**Roy Bronold**  
*Chief Building Official*  
567 El Camino Real  
San Bruno, CA 94066  
650.616.7020  
rbronold@sanbruno.ca.gov

#### SERVICES:

Building Plan Review, Staff  
Augmentation  
2014—Ongoing

### ► CITY OF EMERYVILLE

#### CONTACT:

**Charles Bryant**  
*Planning & Building Director*  
1333 Park Avenue  
Emeryville, CA 94608  
510.596.4361  
cbryant@emeryville.org

#### SERVICES:

Building Plan Review, Inspection, Front  
Counter Support, Code Enforcement  
2006—Ongoing

### ► CITY OF HAYWARD

#### CONTACT:

**David Rizk**  
*Community Development Director*  
777 B Street  
Hayward, CA 94541  
510.583.4004  
david.rizk@hayward-ca.gov

#### SERVICES:

Building Plan Review, Inspections, Front  
Counter, Staff Augmentation  
2010—Ongoing

### ► CITY OF REDWOOD CITY

#### CONTACT:

**Gary Lepori**  
*Chief Building Official*  
1017 Middlefield Road  
Redwood City, CA 94063  
650.780.7350  
glepori@redwoodcity.org

#### SERVICES:

Building Plan Review, Fire Plan  
Review, Fire Marshal, Fire  
Inspections, 2011—Ongoing

## ADDITIONAL SERVICES

### Electronic Document Management & Review

Should the jurisdiction request documents be transported electronically or tracked electronically, WC<sup>3</sup> provides a web-based electronic document management system which allows applications to be 100% paperless. Our EDMS allows applicants to submit plans and documents electronically, and much more.

- ▶ *Electronic submission of large or small documents*
- ▶ *Electronic plan reviews*
- ▶ *View all submitted documents*
- ▶ *View red-marked comments on files*
- ▶ *Track submittal status*
- ▶ *Sign and issue permit documents electronically*
- ▶ *Track field reports and upload project photos.*
- ▶ *Maintain a distinct and secure EDMS per jurisdiction or large project*
- ▶ *Send notification of submittal or permit status*
- ▶ *Provide secure usernames and passwords to interested parties*
- ▶ *Electronic archiving of plans, specifications, calculations and reports*
- ▶ *Can accommodate any type or size of project*



Building on the great success of our EDMS, WC<sup>3</sup> has developed **eProcess360** which is a web-based Document Management System that is used by several jurisdictions throughout the United States. This program expands the EDMS functionality to accommodate the needs of a stand-alone jurisdiction. **eProcess360** not only manages the jurisdiction's processes, but also the public access to apply for a permit, submit documents, view status, pay fees, schedule inspections, view permitted files and much more. More importantly, much of the system can be easily customized by the jurisdiction's own staff.

### Additional Services

As a leading consultant with exceptional resources, we also offer the following services. We would be pleased to expand on any of our qualifications:

- ▶ Delegate CBO Services
- ▶ Fire Prevention Services
- ▶ Storm Water Management
- ▶ Traffic Engineering
- ▶ Construction Management
- ▶ Development Services
- ▶ Capitol Projects
- ▶ ADA Surveys
- ▶ Inspector of Record Services
- ▶ Constructibility Reviews

Thank you for considering WC<sup>3</sup>, we look forward to working with the City of Stockton and to aid the City's continued growth and success.



**STATEMENT OF QUALIFICATIONS**

for On-Call Building Plan Review and Inspection Services, Engineering Plan Review  
PUR 17-001

# APPENDIX

## Appendix

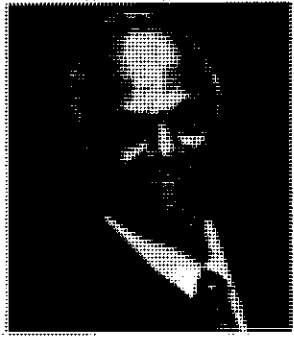
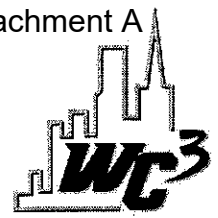
Financial Statement

Non-Collusion Affidavit

Resumes

# Giyan Senaratne, PE, SE, LEED AP, CASp

Principal | Senior Structural Engineer



## Education

**Master of Science**  
Structural Engineering  
San Jose State University, 1994

**Bachelor of Science**  
Civil Engineering  
San Jose State University, 1990

## Licenses | Certifications

**Licensed Structural Engineer**  
State of California (00000000)  
State of Arizona (00000000)  
State of Nevada (00000000)

**Licensed Professional Engineer**  
State of California (00000000)

**ICC Certification**  
Building Exam Examiner (00000000)

**Other Certifications**  
LEED AP  
Certified Access Specialist (00000000)

## Professional Organizations

**Structural Engineers Association**  
of California

**ICC East Bay Chapter**

## Background

Mr. Senaratne has over 25 years of experience providing professional building and safety services to numerous government clients. He has exceptional experience reviewing building plans and has been exposed to all types of construction and occupancy groups from residential homes to high-rise structures, complex industrial plants, and large scale power plants. He is actively involved with code development at the State level and is a sought-after lecturer for code training to building officials, design professionals and contractor organizations.

## Work Experience

- 2006-Present**     **West Coast Code Consultants**     *Principal | Senior Structural Engineer*  
Manages all services for the firm; performing plan reviews, building department services, managing contract inspection services, and contract management for various client jurisdictions throughout California.
- 2005-2006**     **Linhart Petersen Powers Associates | Bureau Veritas**     *Unit Manager*  
Senior Structural Engineer managing the plan review and inspection services for the City of Emeryville. Actively involved in the integration of staff from various acquisitions by Bureau Veritas in North America, as well as, reviewed plans for multiple jurisdictions in Utah, Nevada, and Arizona.
- 2004-2005**     **Linhart Petersen Powers Associates**     *Principal – Minority Shareholder*  
Senior Structural Engineer managing the plan review and inspection services for the City of Emeryville. Principal-in-Charge of LP<sup>2</sup>A operations in Arizona. In addition, reviewed plans for several jurisdictions in Utah and Nevada.
- 1995-2004**     **Linhart Petersen Powers Associates**     *Senior Plan Review Engineer, Supervising Plan Review Engineer, Associate and Senior Associate*  
Managed the plan review and inspection services for the City of Emeryville and reviewed residential, commercial, and industrial plans for UBC, IBC, UPC, IPC, UMC, IMC, T-24 Energy and T-24 Accessibility compliance for numerous jurisdictions in California as well as several other states. Assisted jurisdictions with in-house plan review and over-the-counter plan review. Performed building official duties on an interim basis.
- 1994-1995**     **International Conference of Building Officials**     *Regional Engineer*  
Reviewed plans of proposed buildings for structural, non-structural, energy, and accessibility requirements. Provided verbal and written code opinions for conference.
- 1993-1994**     **City of San Mateo, CA**     *Building Official*  
Managed a full range of building services, including public service, plan check, and inspection for a population of 87,000 with a yearly budget of \$850,000. Coordinated with numerous other City agencies such as planning, fire, police and public works in the construction of buildings. Established goals and standards for customer service, staff training, quality control, turn-around times, streamlining building processes and staff cross training. Drafted and presented ordinances to the City Council. Represented the City in litigation issues. Reviewed and recommended ADA compliance options for City-owned facilities.

# Michael Renner, CBO

Regional Manager



## Education

Building Inspection Technology  
Program Butte College  
California

## Certifications

ICC® CERTIFIED  
ICC Certified Building Official  
ICC Building Plans Examiner  
ICC Residential Plans Examiner  
ICC Commercial Building  
Inspector  
ICC Residential Building  
Inspector  
ICC Residential Mechanical  
Inspector  
ICC Residential Electrical  
Inspector  
ICC Residential Plumbing  
Inspector  
ICC Residential Combustion  
Inspector  
State of California Fire Marshal  
Safety Assessment Evaluator

## Professional Affiliations

California Building Officials  
County Building Officials  
Association of California  
East Bay Chapter, International  
Code Council  
Foothill Chapter, International  
Code Council  
Hawkins Chapter  
International Code Council  
San Joaquin Chapter  
International Code Council  
Sacramento Valley Association  
of Building Officials  
Green Building Council

## Background

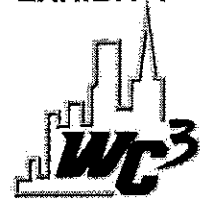
Mr. Renner is a highly experienced ICC Certified Building Official, he brings considerable knowledge and experience with municipal budget preparation, building administration, personnel supervision, code knowledge and provides a high level of customer service to our clients. He stays current and informed on industry-related matters through extensive participation within key industry organizations and certification programs. These programs and affiliations continually enhance the level of service he provides to our clients. Michael's management approach focuses on mentoring his staff and improving department processes to ensure services are delivered with a high level of customer service. He is committed to serving the needs of our clients through strong leadership and an effective collaborative approach.

## Work Experience

- |              |  |   |   |
|--------------|--|---|---|
| 2016-Present | <b>West Coast Code Consultants, Inc.</b> | <i>Regional Manager</i>                 | Oversees the Sacramento and Central California Region providing Project Management, Building Official, Plans Examiner and Building Inspector duties, with extensive building department administration and management experience. He successfully guided department staff with inspection and plan review through all phases of complex construction projects.  |
| 2014-2016    | <b>Interwest Consulting Group</b>        | <i>Building Official</i>                | Provided interim Building Official services for the County of Calaveras, the Town of Atherton and the City of American Canyon. My responsibilities include performing building department management functions and developing processes and procedures for plan check, inspection and permit issuance for jurisdictions. I coordinate department activities, assist clients with the permit process and resolve customer complaints, update handouts and website documents, create budgets and provide reports on building department activity. |
| 2013-2015    | <b>Interwest Consulting Group</b>        | <i>Plans Examiner</i>                   | Provided review services for residential and non-residential construction project plans for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards and California Accessibility Standards, state and local building codes, policies, amendments, and ordinances. Currently, I provide as-needed in-house plan review services for the County of Napa and the Town of Atherton.   |
| 2009-2012    | <b>Self-Employed</b>                     | <i>Consultant</i>                       | Worked with various contractors in Northern California reviewing and inspecting construction projects for compliance with all State, Federal and local policies and regulations.  |
| 2006-2009    | <b>California Nail</b>                   | <i>Superintendent</i>                   | Responsible for commercial projects up to one million square feet, from layout to finish, and completed these projects on time and on budget.   |
| 2004-2006    | <b>Freestyle Concrete</b>                | <i>Construction/Shop Superintendent</i> | Supervised the construction and installation of concrete countertops and floor overlays, oversaw the complete running of the fabrication shop, hiring of employees and coordinated with contractors. I also estimated material and man hour requirements to complete projects.  |
| 2002-2004    | <b>The Nailing Company</b>               | <i>Foreman   Estimator</i>              | Examined and inspected work progress and sites to verify safety. My responsibilities included ensuring all specifications were met, reading blueprints to determine construction requirements and plan procedures   |

**Donald Zhao, PE, MCP, CBO**

Senior Plan Review Engineer

**Background**

Mr. Zhao has over ten years of engineering experience including building design, construction, and code compliance. He is a licensed professional engineer and holds numerous ICC certifications encompassing significant plan review and inspection designations. He also has achieved the highest level of certification ICC offers—Master Code Professional (MCP)—the gold standard for demonstrating proficiency in the building and fire safety profession. He brings unparalleled customer service to many jurisdictions assisting and guiding designers, contractors, architects and homeowners through the building permit process as well as providing onsite and on-call and plan review, inspection and front counter support.

**Education****Bachelor of Science**

Civil Engineering

San Jose State University,  
2006**Licenses |  
Certifications****Professional Engineer**

State of California (79273)

**ICC 53000664:**Accessibility Inspector/Plans Examiner  
Building Inspector

Building Plans Examiner

CA Commercial Mechanical Inspector

CA Commercial Plumbing Inspector

CA Residential Building Inspector

Building Code Official

Building Official

Mechanical Code Official

Plumbing Code Official

Combination Inspector

Commercial Building Inspector

Commercial Combination Inspector

Commercial Electrical Inspector

Commercial Mechanical Inspector

Commercial Plumbing Inspector

Electrical Inspector

Master Code Professional

Mechanical Inspector

Mechanical Plans Examiner

Plumbing Inspector

Plumbing Plans Examiner

Residential Building Inspector

Residential Combination Inspector

Residential Electrical Inspector

Residential Energy Inspector/  
Plans Examiner

Residential Mechanical Inspector

Residential Plans Examiner

Residential Plumbing Inspector

CAL EMA Safety Assessment

Program Evaluator | 69019

**Work Experience**

2015-Present	<b>West Coast Code Consultants</b>	<i>SF Peninsula Regional Manager</i> Oversee the building and fire plan review and services provided by the South San Francisco Office. This includes the management of administrative, plan review, and inspection staff. Accountable for the complete plan review of projects to ensure designs are safe and in compliance with the adopted building and fire code.
2013-Present	<b>West Coast Code Consultants</b>	<i>Senior Plan Review Engineer</i> Perform plan reviews, building department services, manage contract jurisdiction services for various client jurisdictions throughout California, including Cities of Redwood City, San Bruno, San Carlos and South San Francisco. Perform 3 <sup>rd</sup> party plan reviews for major tech and bio-tech companies on behalf of client jurisdictions.
2014-Present	<b>City of San Bruno</b>	<i>Contract Plan Review Engineer</i> Perform plan review in the City of San Bruno Building Division. Provide support for the Chief Building Official.
2009-2013	<b>City of Half Moon Bay</b>	<i>Public Works/Building Plan Review Engineer/Inspector</i> Consultant staff member performing onsite plan review, inspection and front counter services for client jurisdiction.
2012-2013	<b>CSG Consultants</b>	<i>Plan Review Engineer/Inspector</i>
2006-2011	<b>CSG Consultants</b>	<i>Plans Examiner/Inspector</i> Consultant staff member performing onsite plan review, inspection and front counter services for client jurisdictions.

# Todd Snider, PE, SE

## Senior Plan Check Engineer



### Background

Mr. Snider is a licensed structural engineer and an ICC certified building & energy plans examiner. He received his Master's degree from the University of Utah with an emphasis in structural engineering and has served as the Chairman of the Residential Building Committee for the Structural Engineer's Association of Utah (SEAU). He provides plan review services to many jurisdictions throughout the western United States and has had multiple years of experience in the structural design of a variety of building types.

### Work Experience

- 2011-Present **West Coast Code Consultants, Inc.** *Plan Review Supervisor*  
 Manages plan review services for the firm. Supervises review of projects. Provides plan reviews including, architectural, structural, energy, and Green Code.
- 2006-2011 **Ward Engineering Group** *Project Engineer*  
 Performed structural design including preparing structural drawings and calculations for various projects. Designed multiple buildings and structures including houses, foundations for metal buildings and LNG tanks, tilt-up buildings, masonry structures, parking garages, hotels, business, and other structures.
- 2005-2005 **United Engineering Group** *Engineering Intern*  
 Designed preliminary plats and final plat layouts for future subdivisions. Prepared drainage reports and studies for various developments. Performed feasibility studies for the development of various properties.

### Education

**Master of Engineering**  
 Structural Engineering  
 University of Utah, 2010

**Bachelor of Science**  
 Civil Engineer  
 Utah State University

### Licenses | Certifications

**Professional Engineer**  
 California # 22661  
 Expires 10/1/21

**Structural Engineer**  
 Utah T057541-ED03

**Certifications**  
 ICC Building Plans Examiner  
 ICC Commercial Energy Plans  
 Examiner  
 ICC Commercial Building  
 Inspector

### Professional Affiliations

Tri County Chapter of ICC  
 Member

Bonneville Chapter of ICC  
 Member

# Lisa O'Malley

## Plan Review Architect



### Education

Bachelor of Art  
Environmental Design  
University of California  
Berkeley, CA 1984

### Licenses | Certifications

Plans Examiner  
ICC Certified 2014-Present

## Background

Ms. O'Malley provides exceptional plan review with over thirty years in the industry; fifteen of those as a plan review architect. She is an ICC certified plans examiner. Her expertise has expanded to extensive review of tenant improvements, new commercial buildings, existing single-use and mixed-use buildings, historical buildings, with specialized accessibility review on the landmark Apple Campus 2 project currently in process in Cupertino, CA. She also provides client support in plan review within local jurisdictions for multiple municipalities including Mountain View, Burlingame, Danville and Vallejo.

## Work Experience

- |              |   |
|--------------|---|
| 2011-Present | <b>West Coast Code Consultants, Inc.</b> <i>Plan Review Architect</i><br>Plans Examiner responsible for fire-life-safety, mechanical, plumbing, electrical and T-24 energy reviews for residential remodels and additions, new single-family homes and commercial tenant improvements.  |
| 1998-2011    | <b>LP<sup>2</sup>A/Bureau Veritas</b> <i>Plan Review Architect</i><br>Plans Examiner responsible for the non-structural review of residential projects and commercial tenant improvements. Provided in-house services with over-the-counter plan review, code interpretations, and resolution of code issues with applicants at the City of Burlingame. |

## Sample Projects

- Apple Campus 2**  
Cupertino, CA
- Police Department**  
New Construction  
Redding, CA
- Strawberry Lodge**  
Senior Housing  
Berkeley, CA
- Habit Burger Restaurants**  
Redding, CA  
Vallejo, CA
- Hampton Town Homes**  
Campbell, CA
- Satellite Dialysis Center**  
OSHPD 3 Project
- Meyers Expansion**  
Vallejo, CA

# Zahra Fattah

## Plan Review Engineer



### Background

Ms. Fattah has over 12 years of structural engineering experience with her most current work as a plan review engineer. Her experience involves working in seismic design of existing structures involving concrete, timber, steel and masonry elements. She is experienced in carrying out all phases of building projects including initial design development, developing and coordinating construction documents. She is experienced in coordinating construction administration, in gravity and seismic design of new buildings, in the design of both existing and new residential, office and commercial buildings. She is a superior problem solver, with strong customer service skills; valuable in her work as an on-call plan reviewer within multiple client jurisdictions.

### Education

Master of Science  
Structural Engineering  
Michigan State University, 1997  
Bachelor of Science  
Applied Physics  
North Carolina State

### Licenses | Certifications

Plans Examiner  
ICC Certified Consultant

### Professional Affiliations

East Bay Chapter of ICC  
Member

### Work Experience

- |              |   |
|--------------|---|
| 2010-Present | <b>West Coast Code Consultants, Inc.</b> <i>Plan Review Engineer</i><br>Performs building plan reviews for commercial, industrial, and residential buildings for compliance with the multiple building codes, including architectural and structural, as well as minor plumbing, mechanical and electrical requirements. Provides code interpretations and resolve code issues with permit applicants.  |
| 2005-2010    | <b>TEAC Structural Engineers</b> <i>Project Manager</i><br>Assessed project requirements and determined the project schedule and necessary staff required to complete the building plans on time. Maintained coordination between the client, architect, and the in-house design team, as well as the field inspection and construction team. Acted as the primary design engineer on many projects which included retail, hospitality, custom homes, single family production housing, and multi-family housing. |
| 2002-2003    | <b>HolmesCulley</b> <i>Project Engineer</i><br>Structural engineer responsible for the seismic upgrade of several existing URM buildings, as well as the design of several commercial remodels.   |
| 2000-2002    | <b>Himmati Engineering</b> <i>Project Engineer</i><br>Structural engineer responsible for the seismic upgrade of several existing URM buildings and the design of new residential and commercial buildings.   |
| 1998-2000    | <b>HolmesCulley</b> <i>Project Engineer</i><br>Structural engineer responsible for the seismic upgrade of several existing URM buildings, as well as the design of several commercial remodels.   |



# Dennis Lockard, BS, CBO, CFM

## Fire and Life Safety Plans Examiner



### Education

**Harvard Fellowship**  
John F. Kennedy School  
of Government, Program for  
Senior Executives in State and Local  
Government  
Harvard University, 2002

**Bachelor of Science**  
Fire Protection Administration  
CA State University LA, 1988

**Associates of Science**  
Fire Administration Technology  
Kerkio Santiago College, 1983

### Certifications

**Certifications**  
ICC Certified Building Official  
Expires 12/05/2018  
ICC Certified Fire Marshal Expires  
12/01/2018  
CFAA Certifications  
Fire Marshal  
Chief Officer  
Fire Officer  
Fire Inspection Officer  
Fire Instructor  
Fire Investigator  
Driver Operator  
Hazardous Materials Technician  
Fire Fighter I, #01-00067

### Professional Affiliations

California Fire Chiefs – Fire  
Prevention Officers Section  
(Past President 1997)

National Fire Protection  
Association  
Principle Member Building  
Code/Safety to Life Technical  
Committee on Building Service and  
Fire Protection Equipment

Office of State of California  
Fire Marshal  
Fire Prevention Curriculum  
Advisory Committee

### Background

Mr. Dennis Lockard, with over 40 years of regulatory practice coupled with extensive municipal experience providing services for clients and jurisdictions. Dennis Lockard was Deputy Chief, Fire Marshal with the City of Newport Beach retiring in 2005. Dennis has also served as Building Official for municipalities including the City of Atherton and Watsonville. With a passion for the field of code application and fire prevention, Dennis has dedicated his career to that endeavor. Well known as a compassionate leader focused on customer service in the public sector, he brings the experience, knowledge and people skills with excellent customer service.

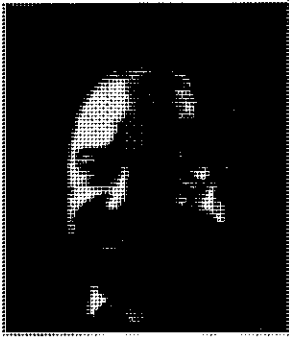
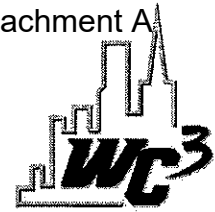
### Work Experience

- 2015-Present **West Coast Code Consultants, Inc.** *Plans Examiner*  
Oversee the plan review services provided by West Coast Code Consultants for various jurisdictions. Applied extensive fire prevention knowledge and experience to ensure all plan reviews exceed expectations and ensure Fire safety to the community.
- 2005-2015 **CSG Consultants** *Consultant Associate*  
Responsible for plan review and inspection services for public agencies. Some of the agencies served directly by Mr. Lockard include the Orange County Fire Authority, Anaheim Fire Department and Redwood City Fire Department. Mr. Lockard is also proficient and works routinely with electronic plan review dramatically improving the plan submittal and approval process. Notable projects and assignments include, Contract Building Official for Atherton, Fire Marshal in Charge of Anaheim Regional Transportation Intermodal Center, Anaheim California; Project Plans Examiner, Redwood City.
- 2005-2007 **Charles Abbott Associates** *Fire Prevention Manager*  
Manager of Fire Prevention Services, Responsible for developing and implementing fire prevention services as one of the strategic services CAA provides in California and Nevada. Also involved in the marketing of the building safety services and acted as a liaison for both fire and building services.
- 1994-2005 **Newport Beach Fire Department** *Deputy Chief / Fire Marshal*  
Deputy Chief Fire Marshal, Responsible for the supervision of all fire prevention related activities throughout the City and participating as part of the executive team that lead the fire department. While as Fire Marshal provided community planning and code development and provided leadership in code development and training of personnel.



**Curtis Hume, PE, SE**

Senior Structural Engineer

**Background**

Mr. Hume has over 35 years of structural engineering experience, with 20 years as a design engineer and 15 years as a structural plan review engineer. He brings a broad range of experience to any project. As a structural plan review engineer he has reviewed hundreds of projects for jurisdictions throughout California, Colorado, Utah, and Nevada. Types of projects reviewed include single family dwellings, podium type residential complexes, corporate office campuses, large industrial and manufacturing facilities, electrical power generating plants, and public elementary schools.

**Work Experience**

- |              |  |  |
|--------------|--|--|
| 2010-Present | <b>West Coast Code Consultants</b>   | <i>Senior Structural Engineer</i>                        |
|              | Performing structural plan review for multiple client jurisdictions throughout California.   |  |
| 2007-2010    | <b>Interwest Consulting Group</b>  | <i>Regional Manager/<br/>Senior Plan Review Engineer</i> |
|              | Senior Structural Engineer managing the plan review services for the San Francisco Bay Area and East Bay as well as performing structural plan reviews for client jurisdictions. |  |
| 1999-2007    | <b>Linhart Petersen Powers Associates</b>  | <i>Supervising Senior<br/>Structural Engineer</i>        |
|              | Senior Structural Engineer supervising plan review services for multiple client jurisdictions. In addition, reviewed plans for jurisdictions throughout Northern California.     |  |
| 1999-2007    | <b>DES Architects + Engineers, Inc.</b>  | <i>Senior Associate,<br/>Department Head</i>             |
|              | Lead structural engineer performing design and architectural services.   |  |
| 1999-2007    | <b>Wildman &amp; Morris, Inc.</b>  | <i>Project Structural Designer and Civil Engineer</i>    |
| 1980-1981    | <b>Schaaf - Jacob - Vinson, Inc.</b>   | <i>Project Structural Designer</i>                       |

**Education****MBA**

Business Administration  
Santa Clara University, 1987

**Master of Engineering**

Civil Engineering  
University of California  
Berkeley, CA, 1981

**Bachelor of Science**

Civil Engineering  
California Polytechnic  
State University, 1980

**Licenses |  
Certifications****Structural Engineer**

State of California (SE - 31340)  
State of Oregon  
State of Utah  
State of Washington  
State of Nevada (18518)

**Professional Engineer**

State of California (E - 187148)

**Professional  
Affiliations****Structural Engineers**

Association of California  
Members

**American Society of  
Civil Engineers**

Member



# Chris Kimball, PE, SE, MCP, CBO

Senior Plan Review Engineer, Fire Plans Examiner, Fire Inspector 2,  
Combination Building Inspector, Regional Manager



## Background

Mr. Kimball is a licensed structural engineer and an ICC Certified Master Code Professional, Certified Building Official, combination plans examiner, combination inspector, and fire plans examiner/inspector. He received his Master's degree from Utah State University with an emphasis in structural engineering and currently serves as the President of the Beehive Chapter of ICC. He has also served as past-president of the Structural Engineer's Association of Utah. He provides plan review services to many jurisdictions throughout the western United States and is often asked to provide training to code officials, design professionals, and contractors regarding the construction requirements of the International Building Codes.

## Work Experience

### Education

Master of Engineering  
Structural Engineering  
Utah State University, 2001  
Bachelor of Science  
Civil Engineer  
Utah State University, 2000

### Licenses / Certs

Professional Engineer  
Washington 50117  
California 47857  
Nevada 015603  
Arizona 40201

### Structural Engineer

Utah 4773074, 2003

### Certifications

ICC Master Code Professional  
Certified Building Official  
Combination Plans Examiner  
4-Way Commercial Inspector  
Residential Plans Examiner  
Residential Energy  
4-Way Residential Inspector  
Accessibility Plans Examiner  
Fire Plans Examiner  
Fire Inspector I & II

### Professional

#### Affiliations

Structural Engineer's  
Association of Utah  
Past President  
Utah Chapter of ICC  
Bonneville Chapter of ICC  
Beehive Chapter of ICC  
Current President

### Awards

SEAU Past President  
Past President 2011  
ICC Utah Chapter  
Industry Award for Excellence  
2010  
U.S. Bureau of  
Reclamation  
Star Award 2006

#### 2009-Present **West Coast Code Consultants, Inc.** *Utah Regional Manager*

Oversee the plan review and building inspection services provided by the Utah Regional Office. This includes the management of administrative, plan review, and inspection staff. Accountable for the complete plan review of projects which are seeking a building permit to ensure that designs are safe and in compliance with the adopted building codes. Responsible for providing technical training classes to clients, building officials, design professionals, contractors, and owners.

#### 2005-2009 **Kimball Engineering, P.C.** *President/Owner*

Provided structural and complete plan review services to local jurisdictions throughout Utah, Arizona, Nevada, and Wyoming. Often provided training with regards to the structural building code requirements for both new and existing buildings to building official, design professional, and contractor organizations.

#### 2005-2007 **Salt Lake City Corporation** *Structural Plans Examiner*

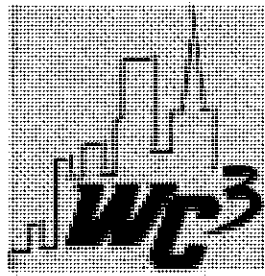
Performed structural review of plans, specifications, calculations, and engineering reports to ensure compliance with the adopted building codes. Met with clients, design professionals, contractors, and owners to discuss projects during the design-development stage and throughout the construction process. Provided training classes to design professionals to help them understand the structural requirements of the code. Provided engineering design and consulting services for city-owned projects.

#### 2003-2005 **U.S. Bureau of Reclamation** *Civil Engineer*

Responsible for the structural design of a wide variety of civil projects including the retrofit of power plants, design of new buildings, and repairs to concrete and earthen dams. Prepared construction documents, including drawings and detailed project specifications for solicited work. Reviewed designs performed by the Technical Services Center, Area offices, and private consultants. Participated in several value engineering studies.

#### 2002-2003 **C.A. Dept. of Water Resources** *Civil Engineer*

Provided preliminary designs for the repair of levees and other flood mitigation measures. Reviewed proposals and work performed by consultants. Developed required hydrology for modeling purposes. Reviewed hydraulic modeling efforts. Involved in writing/reviewing a joint EIR/EIS. Prepared construction cost estimates and created a project website.

**Homer Maiel, PE, CBO**Senior Structural Engineer, Plans Examiner, Building Inspector,  
Building Official**Education**

**Master of Structural Engineering**  
California State University  
1981

**Bachelor of Science Civil Engineering**  
California State University  
1978

**Licenses |  
Certifications**

**Professional Engineer**  
State of California (10465)

**Licensed Civil Engineer**  
State of California (10465)

**Building Official**  
ICC Certified (AB271)

**Plans Examiner**  
ICC Certified (AB271)

**Building Inspector**  
ICC Certified (AB271)

**Planning Inspector**  
ICC Certified (AB271)

**Mechanical Inspector**  
ICC Certified (AB271)

**Professional  
Affiliations**

American Society of Civil Engineers

International Code Council

American Wood Council

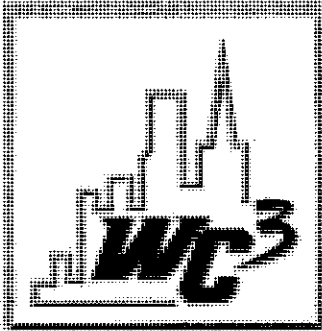
American Institute of Steel Construction

**Background**

Mr. Maiel brings extensive building industry experience to every project with over 30 years of plan review as well as management experience. His career encompasses over 23 years of experience with the City of San Jose and the Town of Los Gatos as a supervising plan review engineer and plan review engineer. His longtime involvement as a member of the American Society of Civil Engineers, International Code Council, American Wood Council and the American Institute of Steel Construction assures up-to-date code knowledge and application. He is skilled at working within client jurisdictions providing successful plan review to home owners, developers, architects and contractors on high level construction projects. Currently, he is assisting the City of Cupertino on the iconic Apple Campus 2 projects as well as other high level projects within the Bay Area.

**Work Experience**

- |              |   |
|--------------|---|
| 2010-Present | <p><b>West Coast Code Consultants, Inc.</b></p> <p><i>Senior Structural Engineer, Plans Examiner, Building Official, Senior Inspector</i></p> <p>Performs building plan reviews for client jurisdictions; Reviews for conformance to the multiple building codes. Provides code interpretations and resolve code issues with permit applicants. Provides onsite structural engineer services. In addition</p>   |
| 1986-2010    | <p><b>City of San Jose</b> <span style="float: right;"><i>Supervising Plan Review Engineer</i></span></p> <p>Supervised Plan Check groups, distributed projects to engineers and inspectors and monitored their progress. Worked as a plan check engineer for various residential and commercial projects. Supervised the Permit Center, the PC consists of over sixteen to eighteen permit specialists, inspectors, and engineers. The PC's duty was to issue the permits and to take in the plans for review. Supervised the work of this group on a daily basis. As a PC Supervisor reviewed permit fees and construction taxes.</p> |
| 1985-1986    | <p><b>Town of Los Gatos</b> <span style="float: right;"><i>Plan Review Engineer</i></span></p> <p>Performed plan review for residential and commercial projects as well as occasional field inspections.</p>  |
| 1984-1985    | <p><b>Peter Culley and Associates</b> <span style="float: right;"><i>Project Engineer</i></span></p> <p>Performed structural design of residential and commercial projects.</p>   |
| 1981-1984    | <p><b>Bechtel Power Corp.</b> <span style="float: right;"><i>Design Engineer</i></span></p> <p>Performed structural design and analysis of nuclear power plants.</p>  |
| 1979-1981    | <p><b>Allied Engineering</b> <span style="float: right;"><i>Project Engineer</i></span></p> <p>Performed structural design and analysis of residential and commercial projects.</p>   |

**Nader Dahu, PE***Senior Civil Engineer / Project Manager***Background**

Mr. Dahu is a licensed civil engineer with over twenty seven years of Municipal Government experience in Civil engineering, Streets, Storm Drain, Water, Wastewater, Traffic, Transportation, Construction, and Structural engineering. He has experience managing multi-million-dollar Capital Improvement Program (CIP) (Planning, Budgeting, Designing, Inspecting and Managing Construction and Close-Out) as well as worked as a Project Manager of General CIP, Streets, Storm Drain, Water, Wastewater, Traffic, Transportation, and Local, State, Federal Funded Projects from Inception through Construction and Close-Out. His high level of experience allows him to provide senior level management skills, and act as a staff liaison between West Coast Code Consultants, Inc., city personnel, and other (Private and Public) agencies.

**Work Experience****Education**

**Master of Engineering**  
Civil Engineering with an  
Emphasis in Structures  
Engineering  
San Jose State University, 1993

**Bachelor of Science**  
Civil Engineering  
San Francisco State University,  
1989

**Licenses |****Certifications**

**Professional Engineer**  
California PCE0002

**2016-Present West Coast Code Consultants, Inc. Senior Engineer / Project Manager**

Provide the highest level of project management and civil plan review for numerous municipalities in the California Bay area. Completed review of private subdivisions and/or development improvements plans for both on-site improvements and public right-of-way improvements for compliance with grading, drainage, NPDES, and encroachment standards as well as review of hydrology maps and hydraulic calculations for private and public storm drain systems for compliance with City standards and State water laws.

**2003-2016 City of San Bruno Associate Civil Engineer**

Provided civil plan review services for the City of San Bruno including analyzing and design of residential and commercial buildings, structures, and foundations, traffic engineering evaluation, reports, studies, speed survey, operation and design of traffic signals, as well as the technical review and management of residential & commercial developments. Provided program management to the Disadvantage Business Enterprise (DBE), Pavement Management Program (PMP) Encroachment and Utility Permit Administration, Grant Applications, and Local, State and Federal Funded Projects. In addition, provided review of CEQA documents, geotechnical investigations, traffic studies, and similar engineering reports to understand issues that may impact the design of private sub-divisions or development improvements, and/or public streets or utility infrastructure.

**1990-2003 Alameda County Public Works Agency Asst. Engineer/Jr. Engineer**

Provided review and approval of designs and construction plans submitted by private constituents and professionals affecting existing and/or future public facilities, infrastructures, and right-of-way. Proactively communicating with private developers and associated design professionals by telephone, e-mail, written correspondence, and face-to-face meetings to discuss plan check review comments.

**1989-1990 Alameda County Public Works Agency Private Consultant**

Completed review of tentative maps and similar private subdivision and/or development applications. Preparation of Engineering-specific Conditions of Approval related to Tentative Maps and similar private subdivision and/or development applications. Reviews included final subdivision maps, lot line adjustments, or lot merger applications for conformance with the Subdivision Map Act.

# Doug Smith, MCP

Building Plans Examiner | Inspector  
Fire Plans Examiner | Inspector



## Work Experience

- 2013-Present **West Coast Code Consultants** *Plans Examiner / Building Inspector*  
Performs plan review and inspections for both fire and building projects; residential and commercial. He works for varied jurisdictions as an extension of their staff as well as out of WC<sup>3</sup> offices.
- 2005-2013 **Kaysville City | Kaysville, UT** *Building Inspector*  
Performed building inspections for commercial, industrial, and residential buildings for compliance with the multiple building codes, as well as provides senior level inspections on client projects.
- 1998-2005 **Michael K. Wright Construction | West Jordan, UT** *Framer*  
Worked on varied projects as construction framer. Supervised construction crew.

## Education

### General Education

General Education Courses  
Salt Lake Community College, Utah, 2002-2004

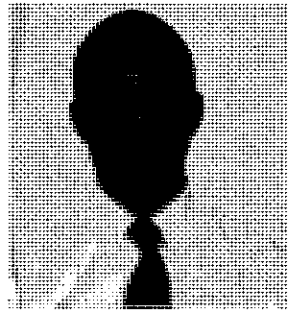
## Licenses & Certifications

### ICC Certifications

Master Code Professional | 5251921  
Building Official | 5251921  
Fire Plans Examiner | 5251921  
Fire Inspector 1 and 2 | 5251921  
Combination Commercial Building Inspector | 5251921  
Combination Commercial Plans Examiner | 5251921  
Combination Residential Building Inspector | 5251921  
Residential Plans Examiner | 5251921  
Accessibility Inspector / Plans Examiner | 5251921

## Professional Organizations

Utah Chapter of ICC *Tri-Chapter Region Coordinator*  
Utah Chapter of IAEI *Second Vice President (Present)*  
Bonneville Chapter of ICC *President (2012 – 2013)*



### Summary

Mr. Smith has more than 15 years of experience in the building safety and construction industries. He is knowledgeable in a variety of code topics, including code requirements for electrical systems. He is also considered an expert in the code requirements for solar photovoltaic energy systems and has taught many classes on the topic. He is one of only 20 ICC Master Code Professionals in the State of Utah.

### Sample Projects

Farmington Station Park  
Farmington, UT  
Farmington Library  
Farmington, UT  
Sportplex  
Kaysville, UT  
State of Utah  
2nd District Juvenile  
Court House  
Cotton, UT  
Boon County Office  
Building  
Farmington, UT  
Cinema Theater  
Farmington, UT  
Boon County's  
Kaysville, UT

### Awards

Bonneville Chapter of ICC  
President  
2013

# George Williams, MCP, CBO

## Senior Plan Reviewer / Senior Inspector



### Background

Mr. Williams has worked on a contract basis for numerous jurisdictions in Utah, Wyoming and North Dakota throughout his 10 year career in the industry. From 2009 through mid 2014 he acted as the contract building official for Holladay City, Utah as well as the resort town of Alta, Utah. Mr. Williams was instrumental in the complete start-up of two counties building departments in Western North Dakota including the adopting of codes, implementation of permitting processes as well as the development of policies and procedures in a part of the country where no previous form of building or construction regulatory processes existed. In addition to substantial municipal work Mr. Williams has acted and continues to act as Lead Inspector for a number of multi-million dollar projects for Utah's Division of Facilities and Construction Management (DFCM). Mr. Williams has extensive ICC certifications and was one of the first handful of ICC Master Code Professionals in Utah which he received in 2009.

### Work Experience

#### 2014-Present **West Coast Code Consultants, Inc.**

##### *Senior Inspector / Senior Plan Reviewer*

Oversee the plan review and building inspection services provided by the Utah West Jordan Regional Office. This includes the management of administrative, plan review, and inspection staff. Accountable for the complete plan review of projects which are seeking a building permit to ensure that designs are safe and in compliance with the adopted building codes.

#### 2005-2014 **Forsgren Associates**

##### *Senior Inspector / Plan Reviewer / Building Official*

Worked as the contract Building Official in Holladay City and the Town of Alta Utah for over five years. As the contract building official he gained extensive municipality experience completing implementation, development of policies, and procedures. In addition he acted as the lead inspector and lead plan reviewer for hundreds of projects.

### Education

#### **Master of Science**

Construction Management  
Brigham Young University, 2015

#### **Bachelor of Science**

Construction Management  
Weber State University, 2008

#### **Associate of Science**

Mechanical Engineering Tech  
Manufacturing Engineering  
CAD/CAM Engineering Tech  
Salt Lake Community College, 2005

### Professional Affiliations

Member of ICC  
Member of IAEE

### Licenses | Certifications

**Professional Engineer**  
Utah, 2009, 2011, 2017

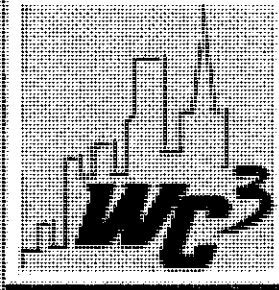
#### **ICC Certifications:**

Master Code Professional  
Accessibility Inspector/Plan Reviewer  
Building Inspector  
Building Plan Examiner  
Certified Building Code Official  
Certified Building Official  
Certified Building Code Official  
Certified Mechanical Code Official  
Certified Plumbing Code Official  
Combination Inspector  
Commercial Building Inspector  
Commercial Combination Inspector  
Commercial Electrical Inspector  
Commercial Energy Inspector  
Commercial Energy Plan Examiner  
Commercial Mechanical Inspector  
Commercial Plumbing Inspector  
Electrical Inspector  
ICC Master Inspector  
Maintenance & Inspection Inspector  
Mechanical Inspector  
Mechanical Plan Examiner  
Plan Reviewer  
Residential Building Inspector  
Residential Combination Inspector  
Residential Electrical Inspector  
Residential Mechanical Inspector  
Residential Plumbing Inspector



# Talat Abbasi

Senior Plan Check Engineer



## Education

**Master of Civil Engineering**  
UC Davis & Sacramento State  
University, 1985

**Bachelor of Science**  
Civil Engineering  
National University of  
Engineering & Technology  
Lahore, Pakistan, 1987

## Licenses / Certifications

**Certifications**  
ICC Plan Examiner

## Professional Affiliations

ICC Peninsula Chapter Member

## Background

Mr. Talat Abbasi, P.E. has nearly four decades of experience as a structural designer and plans examiner. He has performed over ten thousand plan reviews, including residential single-family construction, complex multi-story buildings of residential, commercial, office, medical and industrial uses. He has also reviewed specialized structures (such as bridges, towers, power plants and high-rises) and provided peer reviews for larger projects on construction techniques. Mr. Abbasi holds a Bachelor of Engineering degree in Civil Engineering from Sind University Engineering College and a Master of Science degree in Civil Engineering from California State University, Sacramento.

## Work Experience

- 2016-Present West Coast Code Consultants, Inc. Senior Professional Engineer**  
Mr. Abbasi completes plan review services provided by the South San Francisco and San Ramon Regional Offices. He is accountable for the complete plan review of projects which are seeking a building permit to ensure that designs are safe and in compliance with the adopted building codes. His extensive experience makes him a valuable resource to the team.
- 2006-2016 Shumscoda Associates Partner**  
Acted as one of the partners and was responsible for helping different building departments of Cities in Northern California, such as Milpitas, Mountain View, Santa Clara, Sunnyvale, Palo Alto, Dublin, Danville, Redwood City among others in their Structural Plan Checking process. Some of the many large projects which were personally reviewed for structural design and detailing per ICC Code are Triton Plaza (Foster City), San Antonio Center (Mountain View), Sunnyvale Town Center (Sunnyvale), One Marina (Redwood City), DeVeries Senior Housing (Milpitas), Centria East & West (Milpitas), Paragon (Milpitas), 800 High Street (Palo Alto), 145 Monroe (Redwood City). Have performed over ten thousand structural plan reviews, including residential single-family construction, complex multi-story buildings of residential, commercial, office, medical and industrial uses. have also reviewed specialized structures (such as bridges, towers, power plants and high-rises) and provided peer reviews for larger projects on construction techniques. Have been Principal in charge of all structural plan reviews, as well as the primary contact for all structural related plan review services.
- 1996-2006 LP2A Inc. Senior Associate**  
Performed Worked as Senior Associate completing structural design review per ICC and of some famous projects such as Santana Row (San Jose & Milpitas), Adobe High Rise (San Jose), Nummi Plant (Fremont), and some of the many large projects are listed here are Ritz Carlton (Half Moon Bay), Thomas Berkeley Square (Oakland), Sierra Suites @ Rivermark Plaza (Santa Clara), and fifty (50) buildings of Cisco Systems Inc. and many more.
- 1992-1996 Wildan Associates Plan Check Engineer**  
Worked as Plan Check Engineer on high profile buildings such as Nummi Inc., Military Research Project (Dublin) and many small and larger projects.
- 1980-1992 DES Inc. Design Engineer**  
Worked as a design engineer and did structural design of several tilt up buildings used as offices and ware houses. Worked on custom homes and prepared and designed custom homes for clients. After several years of design experience was transferred to plan checking department of DES.

# Marcus Johnson

Senior Inspector and Plans Examiner



## Background

Mr. Johnson carries comprehensive experience as an ICC certified senior level inspector. His experience encompasses the more complex plan review and field inspections of building construction, plumbing, mechanical and electrical installations in residential and commercial buildings. He is extremely knowledgeable of required compliance with applicable building, plumbing, electrical, mechanical codes, and applicable jurisdictional ordinances, state, and local statutes. He communicates successfully with property owners, contractors and developers in the process of field inspections, thoroughly understanding the construction process and the need for speedy project completion in conjunction with accurate compliance.

## Education

**Associates Degree  
Architecture Technology**  
Adjunct San Antonio College  
Waco, TX

## Licenses | Certifications

**Commercial Building  
Inspector**

ICC Certified (5/20/15)

**Residential Building  
Inspector**

ICC Certified (5/20/15)

**Commercial Plans  
Examiner**

ICC Certified (5/20/15)

**Accessibility Inspector**

ICC Certified (5/20/15)

**California Inspector**

ICC Certified (5/20/15)

**SAP CA DSW**

Local Inspector

## Work Experience

- 2015-Present West Coast Code Consultants, Inc.**  
*Senior Plans Examiner, Senior Inspector*  
Provides client services for jurisdictional clients encompassing plan review, inspection services.
- 2012-2015 County of Napa** *Building Inspector 3*  
Performed the more complex field inspection of building construction, plumbing, mechanical and electrical installations in residential and commercial buildings; verify compliance with applicable building, plumbing, electrical, mechanical codes, and related City ordinances, state, and local statutes. Communicated with property owners, contractors and others in the process of field inspections, explained requirements, compliance with plans and codes with final sign-off approval. Performed code enforcement work, including investigating code violations and complaints; writing up the results of inspections; issued instructions with recommendations; with research of information; issued stop work orders.
- 2005-2012 City of Hesperia** *Building Inspector, Plans Examiner*  
Reviewed plans and issued building permit applications for new construction, alterations, and remodeling of existing structures; verified compliance with applicable codes and ordinances and accepted construction practices; and, issued certificates of occupancy. Provided technical information and professional advice to City staff, officials and the public regarding city codes relating to construction; assists architects, residential designers, engineers, contractors and property owners in interpreting and meeting code requirements; established and maintains a customer service orientation; responds to complaints and resolves more difficult inspection problems.
- 2005-2008 JAS Pacific** *Permit Technician*  
Reviewed plans and building permit applications for new construction, alterations, and remodeling of existing structures; verified compliance with applicable codes and ordinances and accepted construction practices; and, issues certificates of occupancy. Acted as project coordinator for routing of plans, tracking status of plans while they are being checked by staff in other City divisions.



# John Olsen

Combination Building Inspector, Permit Technician



## Education

Associate of Arts  
San Francisco State College

## Licenses | Certifications

Commercial Building Inspector  
CC Certified  
Commercial Electrical Inspector  
CC Certified  
Commercial Mechanical  
Inspector  
CC Certified  
Commercial Plumbing Inspector  
CC Certified  
Residential Building Inspector  
CC Certified  
Residential Electrical Inspector  
CC Certified  
Residential Mechanical  
Inspector  
CC Certified  
Residential Plumbing Inspector  
CC Certified  
Permit Technician  
CC Certified  
OSHA 10 Hour Construction  
Safety Certification

## Background

Mr. Olsen is certified as a combination building, plumbing, electrical, & mechanical inspector, as well as a certified permit technician providing services to jurisdictional clients. He is skilled at providing technical support and information to homeowners, developers and contractors regarding building department processes and procedures, code compliance, and building standards. He has experience performing inspections during all phases of construction including large scale industrial power plants. He is a skilled troubleshooter, is results oriented, and delivers strong customer service skills and the ability to work collaboratively with members of any jurisdictional team. He has a proven track record with an ability to maintain expert level communication skills with clients, craftsmen, contractors and government agencies to deliver projects on time, on budget and to successful completion.

## Work Experience

### West Coast Code Consultants, Inc.

2015-Present *Building Inspector*

Mr. Olsen has been a full time inspector in various jurisdictions throughout the Sacramento Valley and the Bay Area, including Calaveras County, Hayward, and El Cerrito. His proven track record and ability to maintain expert communication skills with clients, craftsmen, contractors and government agencies; makes him a valuable asset.

2013-2015 *Building Inspector / Energy Inspector*

Mr. Olsen has been a full time inspector on California Energy Commission power generation facilities. His project experience includes LMS-100 Combustion Turbine Generators (CTGs). Bringing projects in on time and to successful completion makes him a clear choice for both large scale projects as well as smaller residential projects.

2012-2013 *Permit Technician*

Performed front counter support as a permit technician for in Sausalito. Responsible for maintaining and organizing counter area. Able to review specifications, sketches, and architectural plans of buildings to be constructed, altered, repaired, etc., for conformance with appropriate local and state codes and ordinances, then direct applicants of procedures for submittal to obtain permit issuance.

2011-2012 *Burlington Coat Factory Warehouse*

*Trouble Liaison*

Assist receiving departments with identifying and researching any troubled freight. Once identified, record the freight into rCMS and notate pertinent information in WMS. Responded to inquiries, organizes and maintains record keeping systems.

2010-2011 *Rocket Learning*

*Data Entry Assistant*

Lead a small team of 6 in an effort to inform parents about educational opportunities. Experience in the operation of personal computers and data entry, communicates effectively orally and in writing using correct spelling, grammar, and punctuation; and is experienced using math. Assist tutors with providing exceptional educational services.

# Harvey Higgs, CBO

Building Official, Senior Combination Building Inspector



## Background

Mr. Higgs carries valuable, dual experience from longtime management and in-the-field jurisdictional work. As a building official as well as an ICC certified inspector and plans examiner he understands the overall requirements of a project bringing exhaustive code knowledge in combination with practical application to every project. He is skilled at successfully working with all stakeholders throughout the beginning phases of construction to completion. Current experience includes the Vintage Village project in the City of Pleasanton.

## Work Experience

- 2014-Present      West Coast Code Consultants, Inc.**  
*Senior Building Inspector/Plans Examiner/Interim Building Official*  
 Performs residential and construction inspections for projects and client jurisdictions as well as plan review. Serves as interim building official. Past experience includes serving as interim building official for the City of South San Francisco and lead project inspector for the Vintage Village project in the City of Pleasanton.
- 2001-2012      City of Benicia      Building Official**  
 Performed building official duties including code interpretation of the building and electrical codes, non-structural plan review. Managed all duties of the building division including working with home owners, contractors, developers to facilitate permit submittal and final approval as well as coordinated with all City departments. Duties also required inspection of commercial and residential construction and plan review.
- 1988-2001      City of Benicia      Building Inspector I, II and III**  
 Provided inspections for residential and commercial projects. Moved up from building inspector to building official.
- 1982-1988      Cities of Upland, Dixon and County of Yolo      Building Inspector**  
 Provided inspections for residential and commercial projects.

### Education

Associate Degree  
 Construction and  
 Building Construction  
 Modesto Hills, CA  
 Construction  
 Modesto Hills, CA

### Licenses | Certifications

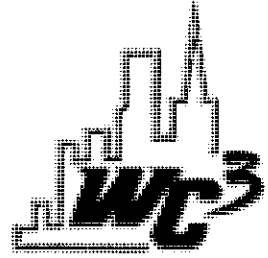
ICC Certifications  
 Building Inspector  
 Mechanical Inspector  
 Plumbing Inspector  
 Electrical Inspector  
 Building Plans Examiner  
 Building Official

### Professional Affiliations

Napa-Solano Chapter of ICC  
 Member

# Kimii Birdon

Permit Technician / Document Control



## Education

ICC Certified Permit  
Technician  
Certified Office  
Program Technician  
Document Controller

## Licenses | Certifications

Permit Technician  
California 1219879

## Professional Affiliations

ICC Current Member

## Background

Mrs. Birdon is an ICC Certified licensed Permit Technician. She is also the Document Controller for the Energy Projects such as (Apple Campus 2, Blythe Solar Power Project, Carlsbad Energy Center Project, Pio Pico Energy Center and Orange Grove Energy Project) in progress. She received her Certification for Permit Technician in 2007 from International Code Council. She has performed excellent Customer service on thousands of projects throughout the California.

## Work Experience

- 2015-Present **West Coast Code Consultants, Inc.** *Permit Tech/Document Controller*  
Document control for various projects (i.e Apple Campus, Carlsbad Energy Center Project, Blythe Solar Power Project, Pio Pico Energy Center and Orange Grove Energy Project). Data entry, Input documents into our internal portal for review and approval. Create and process approval letters or comments to be addressed. Stamp and upload approved documents to the portal. Perform Permit technician duties for different jurisdictions. Performs public counter work; provides information and direction in person and over the telephone to the public on building issues, applicable local and state and federal engineering and building codes, ordinances, documents, standards and guidelines, reviews routes and processes and checks minor applications and permits; reviews applications, documents and plan submittals to ensure accuracy.
- 2014-2015 **Bureau of Veritas** *Permit Technician*  
Performs public counter work; provides information and direction in person and over the telephone to the public on building issues, applicable local and state and federal engineering and building codes, ordinances, documents, standards and guidelines, reviews routes and processes and checks minor applications and permits; reviews applications, documents and plan submittals to ensure accuracy.
- 2013-2015 **TeleDirect Call Center** *Customer Service Rep 1*  
Answer incoming calls, assist callers with account information, applicants with scheduling one on one appointments for Health Markets Insurance Company to make sure they find the right coverage, process payments on customers account, order supplies, various other clerical duties.
- 2007-2010 **City of West Sacramento** *Permit Technician*  
Performs public counter work; provides information and direction in person and over the telephone to the public on building issues, applicable local, state and federal engineering and building codes, ordinances, documents, standards and guidelines, processes and requirements; receipts, reviews, routes, processes and checks minor applications and permits; reviews applications, documents and plan submittals to ensure accuracy and compliance with pertinent laws and established criteria; issues building permits; verifies that required permits licenses and insurances have been obtained; calculates processing and mitigation fees with the Finance Department; provides information to the public relating to the status of projects and permits; prepares reports. Memoranda and letter compiles and analyzes data for special projects and various reports; receives requests for building inspections, enters inspection data prepares field inspection records

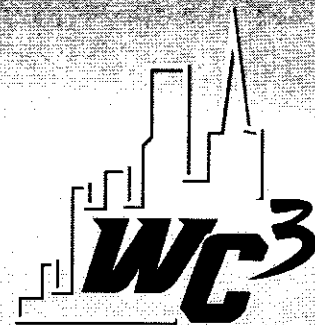


# PROFESSIONAL SERVICE FEES

FOR ON-CALL BUILDING PLAN REVIEW AND INSPECTION  
SERVICES, ENGINEERING PLAN REVIEW  
RFP NUMBER PUR 17-001

WC<sup>3</sup> LOCATIONS  
CALIFORNIA  
WASHINGTON  
UTAH  
WYOMING

[www.WC-3.com](http://www.WC-3.com)



*West Coast Code Consultants, Inc.*



PREPARED FOR THE:

## CITY OF STOCKTON

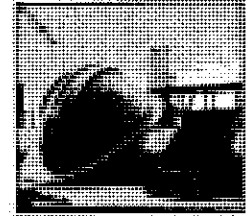
### CONTACT INFO

👤 Michael Renner  
☎ 916.794.6222  
✉ [MikeR@wc-3.com](mailto:MikeR@wc-3.com)



# SERVICE FEES

## Professional Service Fees



WC<sup>3</sup> proposes the following fees based on a percentage of the plan review fees.

Complete Building Plan Review	65%
Structural Only Plan Review	45%
Architectural Only Plan Review	40%

### Schedule of Hourly Billing Rates\*

Classification	Hourly Billing Rate
Structural Engineer	\$125.00
Civil Engineer	\$115.00
Plan Review Engineer	\$110.00
Building Official	\$130.00
Plans Examiner	\$100.00
Fire Plans Examiner	\$105.00
Fire Protection Engineer	\$115.00
CASp Plan Reviewer/Inspector	\$150.00
OSHPD 3 Plan Review	\$100.00
Senior Inspector	\$99.00
Inspector III	\$94.00
Inspector II	\$89.00
Inspector I	\$79.00
Permit Technician	\$65.00
Administrative Support	\$55.00

Instructor (In House Staff Training) Starting at \$750/class

Overtime on Hourly Rates (if required) 150% of Hourly Rate

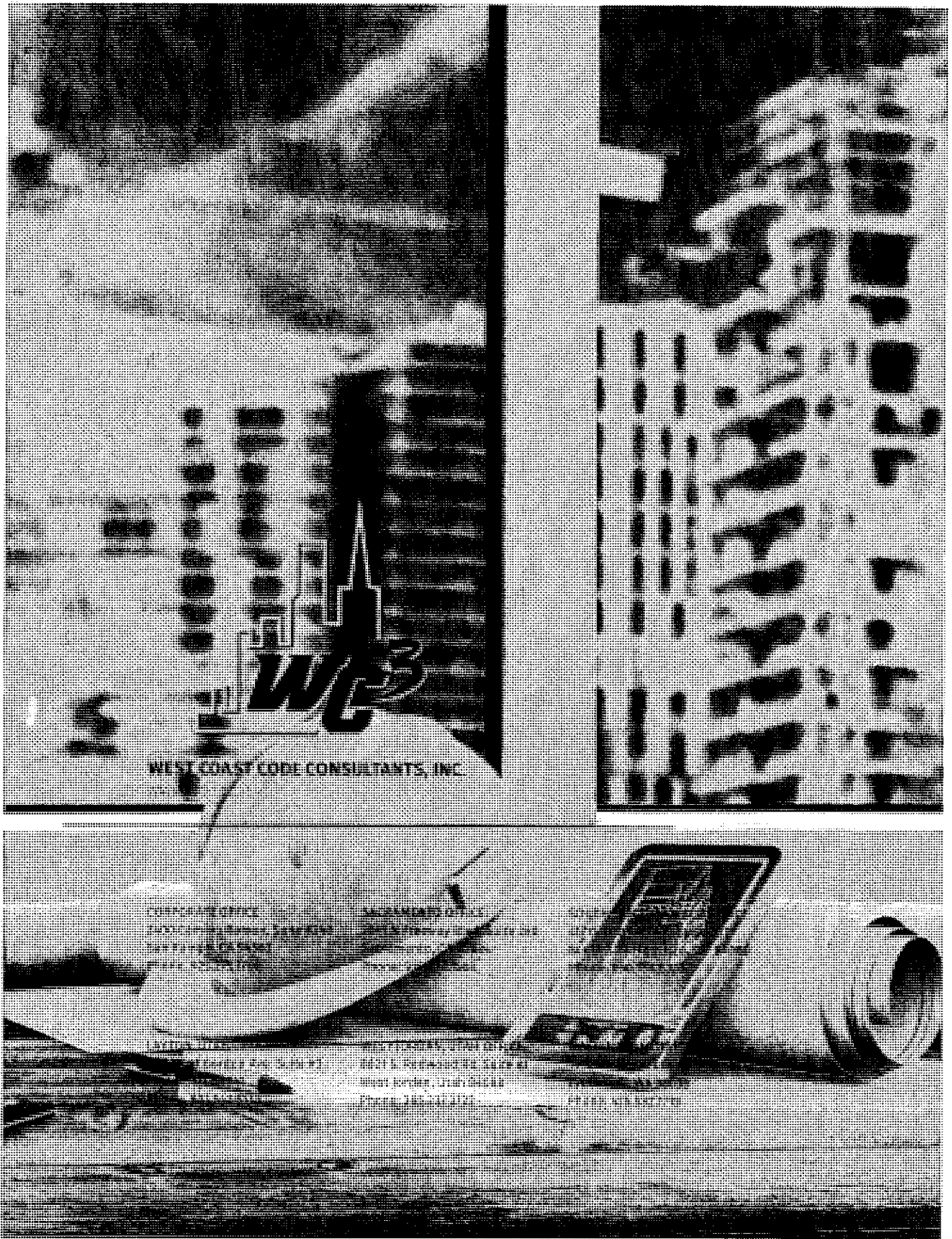
\* Four (4) Hour minimum on all in house work

Plan review services include an initial review, second review and a third review (if needed) for approval of the plans. Any additional time required beyond the third plan review will be billed on an hourly basis, with prior approval by the City, per the Schedule of Hourly Billing Rates (see left).

Pick-up and delivery fees are not charged to the City but processed through WC's established account. Preliminary plan reviews, review of revisions after a project has been approved, review of shop drawings, and review of deferred submittals will be completed on an hourly basis with a mutually acceptable not-to-exceed amount.

For expedited or fast-track projects requested by the City of Stockton, we propose a fee of 150% of the above noted fees.





Resolution No. **2017-06-20-1103**

## **STOCKTON CITY COUNCIL**

=====

### **RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

Development is cyclical, and during an improving economy the demand for building plan review and inspection services can outpace staffing levels; and

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods; and

On March 29, 2017, a Request For Qualifications (RFQ) for development related Building Plan Check, Inspection and Engineering on-call services was posted to the City's Bid Flash web page in order to develop a pool of qualified firms (PUR 17-001); and

RFQs were reviewed by an evaluation panel consisting of three CDD staff and selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service and total hourly cost rate to the City; and

Four out of the five firms were recommended for the pool as follows: 4LEAF, Inc. Fair Oaks, CA; CSG Consultants, Inc., Sacramento, CA; Bureau Veritas North America, Inc., Sacramento, CA; and West Coast Code Consultants, Inc., San Ramon, CA; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:**

1. The "Professional Services Master Agreement," attached hereto as Exhibit 2 and incorporated by this reference, between the City of Stockton and each of the following firms is hereby authorized and approved for the establishment of a Vendor Pool:
  - a. 4LEAF, Inc. Fair Oaks, CA
  - b. CSG Consultants, Inc., Sacramento, CA
  - c. Bureau Veritas North America, Inc., Sacramento, CA
  - d. West Coast Code Consultants, Inc., San Ramon, CA


Firm qualifications, staffing plans, and standard hourly rates schedules are found in Exhibit 1, which is also attached and incorporated by this reference.



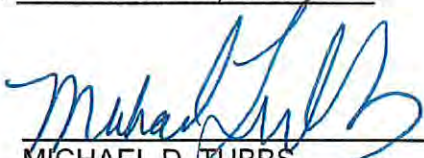
2. The City Manager is hereby authorized and directed to execute the Professional Services Master Agreement with each of the vendor pool firms on behalf of the City of Stockton.
3. The City Manager is hereby authorized to enter into amendments to the Professional Services Master Agreement with each of the firms in the vendor pool in a total amount not to exceed \$480,000 across all vendors.
4. The City Manager is hereby authorized to take whatever actions are necessary and appropriate to carry out the purpose and intent of this Resolution.

PASSED, APPROVED, and ADOPTED June 20, 2017.

ATTEST:

  
BONNIE PAIGE  
City Clerk of the City of Stockton



  
MICHAEL D. TUBBS  
Mayor of the City of Stockton

..title

**AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICES MASTER AGREEMENT TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES (PUR 17-001)**

..recommended action

**RECOMMENDATION**

It is recommended that the City Council adopt a resolution to authorize the City Manager to:

1. execute a Professional Services Master Agreement with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
  - a. 4LEAF, Inc. Fair Oaks, CA;
  - b. Bureua Veritas North America, Inc. Sacramento, CA;
  - c. CSG Consultants, Inc. Sacramento, CA;
  - d. West Coast Code Consultants, Inc. San Ramon, CA
2. execute amendments to the Professional Services Master Agreement for individual projects in an amount not to exceed \$480,000 across the entire vendor pool; and
3. authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the resolution.

..body

**Summary**

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. Because of this cycle, adding permanent staff to meet the increased demand is not always prudent and can lead to overstaffing when the economy is in decline. The Community Development Department (CDD) is completing multi-year forecasts and staffing to the lowest estimated need in the upcoming years. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as specialized staff availability for unique or very complicated projects.

Therefore, staff recommends Council adopt a resolution to authorize the City Manager to execute a Professional Services Master Agreement with four professional firms as detailed above for an initial three-year term with an option to extend the agreement for

up to two additional one-year periods. Costs associated with the Professional Services Master Agreement are covered by fees collected from each project applicant before plan reviews or inspections are conducted. Compensation under the proposed agreement is limited to a cumulative amount of \$480,000 for all vendors.

## DISCUSSION

### Background

As part of the current fiscal year budget development and adoption, a combination of modest staffing increases and use of consulting services was determined to be the most responsible way to address increasing development activity and increased demand for Building Division activities such as plan check (building, engineering, and backup fire plan check), inspection, counter staffing and flood plain management. This approach avoids over-hiring of permanent staff in response to cyclical development activity by using consultants to augment staffing and procure specialized planning services that would not be economical to provide by hiring permanent specialist staff.

There has been a rapid increase in development project valuation in the City of Stockton over the last several years as the market continued an upward trend that resulted in increased planning and building permit activity and economic growth. Below, by fiscal year, are building permit valuations for recent fiscal years:

- FY 2012-13: \$121 million
- FY 2013-14: \$141 million
- FY 2014-15: \$215 million
- FY 2015-16: \$315 million
- FY 2016-17: \$275 million (Projected)

Permit valuation has largely increased due to the volume, type, and complexity of projects as the economy improves. Although projected valuation for FY 2016-17 is expected to dip from that of FY 2015-16, valuations remain robust. Therefore, the CDD plans to continue to utilize consultants to provide the necessary flexibility to respond to cyclical demand, assist when full-time staff shortages occur, and provide specialized knowledge or training when required.

This affords the department the ability to quickly change the scale and scope of staffing support levels to correspond to workload needs at any time while maintaining high levels of customer service. Fees are collected from the applicant before any plan review, or inspection services are performed. Maintaining a pool of multiple firms provides the department the flexibility to select the appropriate consultant based on the specific project-related work and the availability of staff.

The CDD currently maintains two contracts for on-call services (building inspectors and plan checkers, permit technicians, licensed engineers, and certified building officials). Under the existing contracts 4LEAF invoices to date are \$281,688.23 and CSG invoices

to date are \$260,858.13 (69% expended). Each firm was used based on ability to provide qualified, experienced staff at the time of the City's request. These contracts were originally approved in Fiscal Year (FY) 2015-16 for two years and expire on June 30, 2017. Due to an improving economy and the tightening of the labor pool in specialized building services, having a Professional Services Master Agreement with four consultants will allow the City to provide a better spectrum of services and enable the department to respond to short-term increases in building activity, staff vacancies, and adhere to established timelines, policies, and legal requirements.

### Present Situation

On March 29, 2017, a Request For Qualifications (RFQ) was posted to the City's Bid Flash web page. Five RFQ submittals were received on April 20, 2017, from the following vendors:

- 4Leaf, Inc., Fair Oaks, CA
- Bureau Veritas North America, Inc., Sacramento, CA
- CSG Consultants, Inc., Sacramento, CA
- EsGil Corporation, a SAFEbuilt Company, Loveland, CO
- West Coast Code Consultants, Inc., San Ramon, CA

An evaluation panel consisting of three CDD staff reviewed the submissions and recommended four out of the five. The selection was based on the strength of the proposals, experience with the work required, understanding of Stockton Municipal Code and State Code, ability to provide quality control checks, qualified staff, customer service, and the total hourly rate cost to the City. The pool of consultants will provide additional coverage for City service demands, and to allow a larger pool of selected consultants the opportunity to complete City work.

The Professional Services Master Agreement will apply to all four firms for services over a three (3) year period, on an as-needed basis, with the total aggregate compensation paid to all four firms not to exceed \$480,000 (Exhibit 2 to the Resolution - Professional Services Master Agreement). Each selected firm's statement of qualifications, proposed staffing, and standard rate schedule for services, are included in Exhibit 1 to the Resolution.

Once the Master Agreement is in place, firms can be selected from the pool to perform work specific to each project. Project specific scope of work and fees for professional services will be submitted from the selected firms. Final scope of work and fees will be adopted via an amendment to the Professional Services Master Agreement on a project-by-project basis.

This level of contract capacity will allow the department to adjust resources as necessary to provide high quality, timely work. The CDD continues to implement process improvements while monitoring workload and demand to ensure that full-time and contract staffing levels are appropriately balanced, re-evaluating these needs

annually. Authorizing the City Manager to execute the Professional Services Master Agreement, and establish the pool will allow the CDD to continue to meet service delivery goals in an efficient, timely, and professional manner.

#### FINANCIAL SUMMARY

Funding for the Professional Services Master Agreement is included in the proposed FY 2017-18 budget for \$320,000. The remaining portion of \$160,000 is expected to be appropriated in the FY 2018-19 fiscal year budget and funded from the same account.

FY 2017-18: 048-1830-530.20-66	\$320,000
FY 2018-19: 048-1830-530.20-66	<u>\$160,000</u>
TOTAL	\$480,000

## EXHIBIT E

## EXHIBIT 2

**Insurance Requirements for Professional Services**

*Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.*

**MINIMUM SCOPE AND LIMIT OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the **general aggregate limit shall be twice** the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. **(Not required if consultant provides written verification it has no employees)**
4. **Professional Liability (Errors and Omissions)** Insurance appropriate to the Consultant's profession, with limit no less than **\$2,000,000** per occurrence or claim, \$2,000,000 aggregate. (If Claims-made, see below.)

If the Consultant maintains higher limits than the minimums shown above, the City of Stockton requires and shall be entitled to coverage for the higher limits maintained by the consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Stockton.

**Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions:

**Additional Insured Status**

**EXHIBIT E****EXHIBIT 2**

**The City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers are to be covered as additional insureds** on the CGL policy and AL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance (**at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used**).

**Primary Coverage**

For any claims related to this contract, the **Consultant's insurance coverage shall be endorsed as primary** insurance as respects the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers. Any insurance or self-insurance maintained by the City of Stockton, its Mayor, Council, officers, representatives, agents, employees and volunteers shall be excess of the Consultant's insurance and shall not contribute with it. The City of Stockton does not accept endorsements limiting the Consultant's insurance coverage to the sole negligence of the Named Insured.

**Notice of Cancellation**

Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to the City of Stockton.**

***Waiver of Subrogation***

Consultant hereby grants to City of Stockton a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City of Stockton by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Stockton has received a waiver of subrogation endorsement from the insurer.

***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the City of Stockton Risk Services. The City of Stockton may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

**Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII if admitted to do business in the State of California; if not admitted to do business in the State of California, insurance is to be placed with insurers with a current A.M. Best's rating of no less than A+:X.

**EXHIBIT E****EXHIBIT 2*****Claims Made Policies***

If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. If Claims Made policy form is used, a three (3) year discovery and reporting tail period of coverage is required after completion of work.

**Verification of Coverage**

Consultant shall furnish the City of Stockton with original certificates and amendatory endorsements required by this clause. All certificates and endorsements are to be received and approved by the City of Stockton Risk Services before work commences. Failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City of Stockton reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time, for any reason or no reason.

Consultant shall, prior to the commencement of work under this Agreement, provide the City of Stockton with a copy of its Declarations Page and Endorsement Page for each of the required policies.

**Certificate Holder Address**

Proper address for mailing certificates, endorsements and notices shall be:

- City of Stockton
- Attention: Risk Services
- 425 N El Dorado Street
- Stockton, CA 95202

City of Stockton Risk Services Phone: 209-937-5037

City of Stockton Risk Services Fax: 209-937-8558

**Maintenance of Insurance**

If at any time during the life of the Contract or any extension, the Consultant fails to maintain the required insurance in full force and effect, all work under the Contract shall be discontinued immediately. Any failure to maintain the required insurance shall be sufficient cause for the CITY to terminate this Contract.

**Subcontractors**

*Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that City of Stockton is an additional insured on insurance required from subcontractors.*



**EXHIBIT E**

**EXHIBIT 2**

***Special Risks or Circumstances***

City of Stockton reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**MEMORANDUM**

June 26, 2017

TO: Kurt O. Wilson, City Manager

FROM: David Kwong, Director

**SUBJECT: PROFESSIONAL SERVICES MASTER TO ESTABLISH A POOL OF QUALIFIED PROFESSIONAL SERVICES FIRMS FOR ON-CALL CONTRACT SUPPORT FOR BUILDING PLAN REVIEW AND INSPECTION, ENGINEERING PLAN REVIEW, AND FLOODPLAIN MANAGEMENT SERVICES**

---

On June 20, 2017 the above item was approved by City Council by resolution number 17-06-20-1103. The contents of this item remain the same, of which, no changes have been made since its adoption by City Council. With the action taken by the City Council, the City Manager is authorized to execute the attached document(s).

FOR DAVID KWONG



---

DAVID KWONG, DIRECTOR  
COMMUNITY DEVELOPMENT DEPARTMENT

6/26/17  
DATE

---

DK:mm

Attachments



RECEIVED

City Manager's Office  
Date Received JUL 05 2017

City of Stockton

City Manager's Office

## CONTRACT ROUTING FORM

Contract Number 2017-06-20-1103-03 NP

(For Clerk's Use)



## CONTRACT TYPE (select one)

- ☒ Original ☐ Amendment/Renewal/Change Order ☐ Grant  
☐ Subdivision Agreement ☐ Other \_\_\_\_\_

## CONTRACT INFORMATION

Contract Amount: \$480,000

Contract Title: Professional Services Master Agreement to establish vendor pool for on-call Building Plan Check, et al.Vendor/Other Party: 4LEAF, Bureau Veritas, CSG Consultants, West Coast Code Consultants (WC3)Contract Start Date: July 10, 2017 Contract End Date: June 30, 2020 Contract Term: 3-Yrs (2) 1-year ext.COUNCIL APPROVAL REQUIRED? ☒ Yes ☐ No (provide account # if no)Council approval required for contracts over \$ 75,000 for FISCAL YEAR: 2017-18Motion/Resolution/Ordinance No: 17-06-20-1103 Must be Attached ☒

## REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):

Business License Required? ☒ Yes ☐ No Business License No. 4LEAF 18 00078218 BV 18 00127671  
 Bonds Required? ☐ Yes ☒ No CSG 18 00114727 WC3 18 00127495  
 Insurance Required? ☒ Yes ☐ No  
 Notary Required? ☐ Yes ☒ No Recordation Required? ☐ Yes ☒ No

## Routing Order

1 DEPARTMENT: CDD

DEPARTMENT HEAD APPROVAL Mark Martin date: 6/26/17  
 Project Mgr: Mark Martin ext: 8544 Staff: Jobi Adams ext: 8564  
 Forwarded to: Raeann Cycenas on: 6/26/2017 by: Mark Martin

## 2 VENDOR/OTHER PARTY

Signed (2) originals on: 6/16/17  
 Forwarded to: MARK MARTIN on: 6/16/17 by: BUREAU VERITAS

## 3 RISK SERVICES

Insurance approved on: 7-5-17 by: 0703 Bonds approved on: - by: -  
 Forwarded to: Lori Asuncion / T. JONES on: 7/5/17 by: M. MARTIN RM #: 17-307

## 4 CITY ATTORNEY

Approved as to Form and Content on: 7/3/17 by: dhylah  
 Forwarded to: Scott Carney on: 7-5-17 by: RHart

## 5 CITY MANAGER

Signed by City Manager on: 7/19/17 Forwarded to: Clerk on: 7/19/17 by: dhylah

## 6 CITY CLERK

City Clerk attested on: 7-24-17 Returned ( 1 ) original(s) to dept. on: 7-24-17 by: CSmith  
 Retained ( 1 ) original(s) for City's file. Hard Copy on file? Yes ☒ No ☐ OB # \_\_\_\_\_

## 7 ORIGINATING DEPARTMENT:

Requisition No. \_\_\_\_\_ Original sent to vendor on: \_\_\_\_\_ by: \_\_\_\_\_  
 Copy of contract to be retained by department. Original on file in the Clerk's office.  
 Copy of contract sent to Purchasing on: \_\_\_\_\_ by: \_\_\_\_\_

## 8 PURCHASING: Purchase Order No. \_\_\_\_\_ PUR No. \_\_\_\_\_

2017-06-20-1103-03 NP