

## AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR

THIS AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR is made and effective as of the 1st day of July, 2018, by and between the City of Beaumont ("CITY") whose address is 550 E. 6<sup>th</sup> Street, Beaumont, California 92223 and Interwest Consulting Group whose address is 431 S. Palm Canyon Drive, Suite 200, Palm Springs, CA 92262 ("CONTRACTOR").

### RECITALS

This Agreement is entered into on the basis of the following facts, understandings and intentions of the parties to this Agreement:

- A. CITY desires to engage CONTRACTOR to provide Building & Safety Plan Check services and On-Call Services; and
- B. CONTRACTOR has made a proposal ("Proposal") to the CITY to provide such professional services, which Proposal is attached hereto as Exhibit "A"; and
- C. CONTRACTOR agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement, and represents and warrants to CITY that CONTRACTOR possesses the necessary skills, licenses, certifications, qualifications, personnel and equipment to provide such services.

### AGREEMENT

NOW, THEREFORE, in consideration of the foregoing Recitals and mutual covenants contained herein, CITY and CONTRACTOR agree as follows:

1. Term of Agreement. This Agreement is effective as of the date first above written and shall continue until terminated as provided for herein. Notwithstanding anything in this Agreement to the contrary, this Agreement shall automatically terminate after three (3) years unless extended by the parties with the approval of the City Council of the CITY.
2. Services to be Performed. CONTRACTOR agrees to provide the services ("Services") as follows: Building & Plan Check Services as described in the proposal and any other services which the City may request in writing. All Services shall be performed in the manner and according to the timeframe set forth in the Proposal. CONTRACTOR designates Ron Beehler as CONTRACTOR'S professional responsible for overseeing the Services provided by CONTRACTOR.
3. Associates and Subcontractors. CONTRACTOR may, at CONTRACTOR'S sole cost and expense, employ such competent and qualified independent associates, subcontractors and consultants as CONTRACTOR deems necessary to perform the Services; provided, however, that CONTRACTOR shall not subcontract any of the Services without the written consent of CITY.

4. Compensation.

4.01 CITY agrees to pay CONTRACTOR the amount of 75% of the CITY's Building Plan check fees or hourly rates set forth in the proposal for CITY authorized services. CONTRACTOR shall be paid at the rates set forth in the Proposal and shall not increase any rate without the prior written consent of the CITY.

4.02 CONTRACTOR shall not be compensated for any Services rendered nor reimbursed for any expenses incurred in excess of those authorized unless approved in advance by the CITY, in writing.

4.03 CONTRACTOR shall submit to CITY, on or before the fifteenth (15<sup>th</sup>) of each month, itemized invoices for the Services rendered in the previous month. The CITY shall not be obligated to pay any invoice that is submitted more than sixty (60) days after the due date of such invoice. CITY shall have the right to review and audit all invoices prior to or after payment to CONTRACTOR. This review and audit may include, but not be limited to CITY's:

- a. Determination that any hourly fee charged is consistent with this Agreement's approved hourly rate schedule;
- b. Determination that the multiplication of the hours billed times the approved rate schedule dollars is correct;
- c. Determination that each item charged is the usual, customary, and reasonable charge for the particular item. If CITY determines an item charged is greater than usual, customary, or reasonable, or is duplicative, ambiguous, excessive, or inappropriate, CITY shall either return the bill to CONTRACTOR with a request for explanation or adjust the payment accordingly, and give notice to CONTRACTOR of the adjustment.

4.04 If the work is satisfactorily completed, CITY shall pay such invoice within thirty (30) days of its receipt. Should CITY dispute any portion of any invoice, CITY shall pay the undisputed portion within the time stated above, and at the same time advise CONTRACTOR in writing of the disputed portion.

5. Obligations of CONTRACTOR.

5.01 CONTRACTOR agrees to perform all Services in accordance with the terms and conditions of this Agreement and the Proposal. In the event that the terms of the Proposal shall conflict with the terms of this Agreement, or contain additional terms other than the Services to be rendered and the price for the Services, the terms of this Agreement shall govern and said additional or conflicting terms shall be of no force or effect.

5.02 Except as otherwise agreed by the parties, CONTRACTOR will supply all personnel, materials and equipment required to perform the Services. CONTRACTOR shall provide its own offices, telephones, vehicles and computers and set its own work

hours. CONTRACTOR will determine the method, details, and means of performing the Services under this Agreement.

5.03 CONTRACTOR shall keep CITY informed as to the progress of the Services by means of regular and frequent consultations. Additionally, when requested by CITY, CONTRACTOR shall prepare written status reports.

5.04 CONTRACTOR is responsible for paying, when due, all income and other taxes, fees and withholding, including withholding state and federal taxes, social security, unemployment and worker's compensation, incurred as a result of the compensation paid under this Agreement. CONTRACTOR agrees to indemnify, defend and hold harmless CITY for any claims, costs, losses, fees, penalties, interest, or damages suffered by CITY resulting from CONTRACTOR's failure to comply with this provision.

5.05 In the event CONTRACTOR is required to prepare plans, drawings, specifications and/or estimates, the same shall be furnished in conformance with local, state and federal laws, rules and regulations.

5.06 CONTRACTOR represents that it possesses all required licenses necessary or applicable to the performance of Services under this Agreement and the Proposal and shall obtain and keep in full force and effect all permits and approvals required to perform the Services herein. In the event CITY is required to obtain an approval or permit from another governmental entity, CONTRACTOR shall provide all necessary supporting documents to be filed with such entity.

5.07 CONTRACTOR shall be solely responsible for obtaining Employment Eligibility Verification information from CONTRACTOR's employees, in compliance with the Immigration Reform and Control Act of 1986, Pub. L. 99-603 (8 U.S.C. 1324a), and shall ensure that CONTRACTOR's employees are eligible to work in the United States.

5.08 In the event that CONTRACTOR employs, contracts with, or otherwise utilizes any CalPers retirees in completing any of the Services performed hereunder, such instances shall be disclosed in advance to the CITY and shall be subject to the CITY's advance written approval.

5.09 Drug-free Workplace Certification. By signing this Agreement, the CONTRACTOR hereby certifies under penalty of perjury under the laws of the State of California that the CONTRACTOR will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Section 8350 et seq.) and will provide a drug-free workplace.

5.10 CONTRACTOR shall comply with all applicable local, state and federal laws, rules, regulations, entitlements and/or permits applicable to, or governing the Services authorized hereunder.

6. Insurance. CONTRACTOR hereby agrees to be solely responsible for the health and safety of its employees and agents in performing the Services under this Agreement and

shall comply with all laws applicable to worker safety including but not limited to Cal-OSHA. Therefore, throughout the duration of this Agreement, CONTRACTOR hereby covenants and agrees to maintain insurance in conformance with the requirements set forth below. If existing coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so. CONTRACTOR shall provide the following types and amounts of insurance:

6.01 Commercial general liability insurance in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate; CONTRACTOR agrees to have its insurer endorse the general liability coverage required herein to include as additional insured's CITY, its officials, employees and agents. CONTRACTOR also agrees to require all contractors and subcontractors to provide the same coverage required under this Section 6.

6.02 Business Auto Coverage in an amount no less than \$1 million per accident. If CONTRACTOR or CONTRACTOR's employees will use personal autos in performance of the Services hereunder, CONTRACTOR shall provide evidence of personal auto liability coverage for each such person.

6.03 Workers' Compensation coverage for any of CONTRACTOR's employees that will be providing any Services hereunder. CONTRACTOR will have a state-approved policy form providing statutory benefits as required by California law. The provisions of any workers' compensation will not limit the obligations of CONTRACTOR under this Agreement. CONTRACTOR expressly agrees not to use any statutory immunity defenses under such laws with respect to CITY, its employees, officials and agents.

6.04 Optional Insurance Coverage. Choose and check one: Required  X  /Not Required  ; Errors and omissions insurance in a minimum amount of \$2 million per occurrence to cover any negligent acts or omissions committed by CONTRACTOR, its employees and/or agents in the performance of any Services for CITY.

## 7. General Conditions pertaining to Insurance Coverage

7.01 No liability insurance coverage provided shall prohibit CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR waives all rights of subrogation against CITY regardless of the applicability of insurance proceeds and shall require all contractors and subcontractors to do likewise.

7.02. Prior to beginning the Services under this Agreement, CONTRACTOR shall furnish CITY with certificates of insurance, endorsements, and upon request, complete copies of all policies, including complete copies of all endorsements. All copies of policies and endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf.

7.03. All required policies shall be issued by a highly rated insurer with a minimum A.M. Best rating of "A:VII"). The insurer(s) shall be admitted and licensed to do business in California. The certificates of insurance hereunder shall state that coverage



shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except after thirty (30) days' prior written notice has been given to CITY.

7.04 Self-insurance does not comply with these insurance specifications. CONTRACTOR acknowledges and agrees that that all insurance coverage required to be provided by CONTRACTOR or any subcontractor, shall apply first and on a primary, non-contributing basis in relation to any other insurance, indemnity or self-insurance available to CITY.

7.05 All coverage types and limits required are subject to approval, modification and additional requirements by CITY, as the need arises. CONTRACTOR shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect CITY's protection without CITY's prior written consent.

7.06 CONTRACTOR agrees to provide immediate notice to CITY of any claim or loss against CONTRACTOR or arising out of the Services performed under this Agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.

## 8. Indemnification.

8.01 CONTRACTOR and CITY agree that CITY, its employees, agents and officials should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, defense costs, court costs or any other costs arising out of or in any way related to the performance of this Agreement by CONTRACTOR or any subcontractor or agent of either. Accordingly, the provisions of this indemnity are intended by the parties to be interpreted and construed to provide the fullest protection possible under the law to CITY. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of the commitment of CONTRACTOR to indemnify and protect CITY as set forth herein.

a. To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify and hold harmless CITY, its employees, agents and officials, from any liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, damages or costs of any kind, whether actual, alleged or threatened, actual attorneys' fees incurred by CITY, court costs, interest, defense costs, including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of or arising out of or in any way attributable actually, allegedly or impliedly, in whole or in part to the performance of this Agreement. CONTRACTOR's obligation to defend, indemnify and hold harmless shall include any and all claims, suits and proceedings in which CONTRACTOR (and/or CONTRACTOR's agents and/or employees) is alleged to be an employee of CITY. All obligations under this provision are to be paid by CONTRACTOR as they are incurred by CITY.

b. Without affecting the rights of CITY under any provision of this Agreement or this Section, CONTRACTOR shall not be required to indemnify and hold harmless CITY as set forth above for liability attributable solely to the fault of CITY, provided such fault is determined by agreement between the parties or the findings of a court of competent jurisdiction.

9. Additional Services, Changes and Deletions.

9.01 In the event CONTRACTOR performs additional or different services than those described herein without the prior written approval of the City Manager and/or City Council of CITY, CONTRACTOR shall not be compensated for such services. CONTRACTOR expressly waives any right to be compensated for services and materials not covered by the scope of this Agreement or authorized by the CITY in writing.

9.02 CONTRACTOR shall promptly advise the City Manager and Finance Director of CITY as soon as reasonably practicable upon gaining knowledge of a condition, event or accumulation of events which may affect the scope and/or cost of Services. All proposed changes, modifications, deletions and/or requests for additional services shall be reduced to writing for review and approval by the CITY and/or City Council.

10. Termination of Agreement.

10.01 Notwithstanding any other provision of this Agreement, CITY, at its sole option, may terminate this Agreement with or without cause, or for no cause, at any time by giving twenty (20) days' written notice to CONTRACTOR.

10.02 In the event of termination, the payment of monies due CONTRACTOR for undisputed Services performed prior to the effective date of such termination shall be paid within thirty (30) business days after receipt of an invoice as provided in this Agreement. Immediately upon termination, CONTRACTOR agrees to promptly provide and deliver to CITY all original documents, reports, studies, plans, specifications and the like which are in the possession or control of CONTRACTOR and pertain to CITY.

11. Status of CONTRACTOR.

11.01 CONTRACTOR shall perform the Services in CONTRACTOR's own way as an independent contractor, and in pursuit of CONTRACTOR's independent calling, and not as an employee of CITY. However, CONTRACTOR shall regularly confer with CITY's City Manager as provided for in this Agreement.

11.02 CONTRACTOR agrees that it is not entitled to the rights and benefits afforded to CITY's employees, including disability or unemployment insurance, workers' compensation, retirement, CalPers, medical insurance, sick leave, or any other employment benefit. CONTRACTOR is responsible for providing, at its own expense, disability, unemployment, workers' compensation and other insurance, training, permits, and licenses for itself and its employees and subcontractors.

11.03 CONTRACTOR hereby specifically represents and warrants to CITY that it possesses the qualifications and skills necessary to perform the Services under this Agreement in a competent, professional manner, without the advice or direction of CITY and that the Services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily applicable to an experienced and competent professional rendering the same or similar services in the same geographic area where the CITY is located. Further, CONTRACTOR represents and warrants that the individual signing this Agreement on behalf of CONTRACTOR has the full authority to bind CONTRACTOR to this Agreement.

12. Ownership of Documents; Audit.

12.01 All draft and final reports, plans, drawings, studies, maps, photographs, specifications, data, notes, manuals, warranties and all other documents of any kind or nature prepared, developed or obtained by CONTRACTOR in connection with the performance of Services performed for the CITY shall become the sole property of CITY, and CONTRACTOR shall promptly deliver all such materials to CITY upon request. At the CITY's sole discretion, CONTRACTOR may be permitted to retain original documents, and furnish reproductions to CITY upon request, at no cost to CITY.

12.02 Subject to applicable federal and state laws, rules and regulations, CITY shall hold all intellectual property rights to any materials developed pursuant to this Agreement. CONTRACTOR shall not such use data or documents for purposes other than the performance of this Agreement, nor shall CONTRACTOR release, reproduce, distribute, publish, adapt for future use or any other purposes, or otherwise use, any data or other materials first produced in the performance of this Agreement, nor authorize others to do so, without the prior written consent of CITY.

12.03 CONTRACTOR shall retain and maintain, for a period not less than four years following termination of this Agreement, all time records, accounting records and vouchers and all other records with respect to all matters concerning Services performed, compensation paid and expenses reimbursed. At any time during normal business hours and as often as CITY may deem necessary, CONTRACTOR shall make available to CITY's agents for examination all of such records and shall permit CITY's agents to audit, examine and reproduce such records.

13. Miscellaneous Provisions.

13.01 This Agreement, which includes all attached exhibits, supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of Services by CONTRACTOR for CITY and contains all of the covenants and agreements between the parties with respect to the rendering of such Services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both parties.

13.02 CONTRACTOR shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of CITY. Unless specifically

stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

13.03 CONTRACTOR shall timely file FPPC Form 700 Conflict of Interest Statements with CITY if required by California law and/or the CITY's conflict of interest policy.

13.04 If any legal action or proceeding, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs, in addition to any other relief to which that party may be entitled.

13.05 This Agreement is made, entered into and shall be performed in the County of Riverside in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California.

13.06 CONTRACTOR covenants that neither it nor any officer or principal of its firm has any interest, nor shall they acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the performance of their Services hereunder. CONTRACTOR further covenants that in the performance of this Agreement, no person having such interest shall be employed by it as an officer, employee, agent, or subcontractor.

13.07 CONTRACTOR has read and is aware of the provisions of Section 1090 et seq. and Section 87100 et seq. of the Government Code relating to conflicts of interest of public officers and employees. CONTRACTOR agrees that they are unaware of any financial or economic interest of any public officer or employee of the CITY relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement, the CITY may immediately terminate this Agreement by giving notice thereof. CONTRACTOR shall comply with the requirements of Government Code section 87100 et seq. and section 1090 in the performance of and during the term of this Agreement.

13.08 Improper Consideration. CONTRACTOR shall not offer (either directly or through an intermediary) any improper consideration such as, but not limited to, cash, discounts, services, the provision of travel or entertainment, or any items of value to any officer, employee or agent of the CITY in an attempt to secure favorable treatment regarding this Agreement or any contract awarded by CITY. The CITY, by notice, may immediately terminate this Agreement if it determines that any improper consideration as described in the preceding sentence was offered to any officer, employee or agent of the CITY with respect to the proposal and award process of this Agreement or any CITY contract. This prohibition shall apply to any amendment, extension or evaluation process once this Agreement or any CITY contract has been awarded. CONTRACTOR shall immediately report any attempt by any CITY officer, employee or agent to solicit (either directly or through an intermediary) improper consideration from CONTRACTOR.

**(Signature Page Follows)**

**SIGNATURE PAGE  
TO  
AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR  
(Interwest Consulting Group)**

IN WITNESS WHEREOF, the parties hereby have made and executed this Agreement to be effective as of the day and year first above-written.

**CITY:**

CITY OF BEAUMONT

By:

  
Nancy Carroll, Mayor

**CONTRACTOR:**



By: Interwest Consulting Group

Print Name: Ron Beehler

Title: Director of Building Safety Services

**EXHIBIT "A"**

**PROPOSAL**



April 4, 2018

Response to Request for Proposal  
**Building & Safety Plan Check Services**

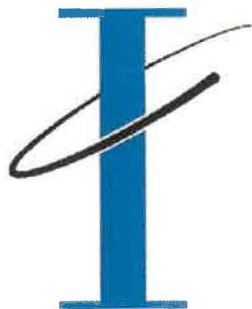


Prepared for the  
**City of Beaumont**

Community Development Department  
Attn: Rebecca Deming  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223

By

**Interwest Consulting Group, Inc.**



Ron Beehler, SE, CBO  
Director, Building Safety Services  
431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
O | 760.417.4329  
C | 951.613.5595  
[www.interwestgrp.com](http://www.interwestgrp.com)

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## Appendix

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### Interwest Team Resumes

April 4, 2018  
Rebecca Deming, Community Development Director  
City of Beaumont  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223



**RE: Proposal to Provide Building & Safety Plan Check Services**

Dear Ms. Deming,

Interwest Consulting Group is pleased to submit our proposal to provide Building and Safety plan check services to the City of Beaumont. We are large enough – over 350 employees – to serve all of your public and private project needs, yet small enough to ensure that we maintain focus and are responsive to the needs of Beaumont. We currently serve over 200 cities, counties and state agencies, including the nearby municipalities of Palm Springs, Rancho Mirage, Hemet, Upland, Moreno Valley, Pomona, Eastvale, Murrieta, Wildomar and County of Riverside. We are also currently under contract with the Beaumont for “On-Call” Engineering Consulting Services as well as GIS Services.

We thoroughly understand the challenges and requirements of municipal governments since many of our staff have held senior and executive management positions with numerous California cities including former Public Works Directors, City Engineers, Capital Projects Managers, Construction Managers, Public Works Inspectors, Public Works Plan Checkers, Chief Building Officials, and Building Inspectors. This background and experience is important since serving in the capacity of the “owner,” especially local agencies, requires a high level of sensitivity towards community and special interest group issues. Accordingly, our professional staff truly understands and values the importance of maintaining a focus on representing the interests of our public agency clients in a manner which reflects positively on the cities we serve.

As partners with the City, our strength is to provide the following:

- **Excellent customer service.** *One of the keys to the success of your department is providing your customers (residents, engineers, contractors) with excellent service. We are committed to providing the City a level of service to you and your constituents that will meet or exceed your expectations.*
- **Tailored, City-specific services.** *We deliver skilled staff that will meet or exceed your expectations on each assignment.*
- **Timely turnaround service.** *We work with you to develop the most responsive schedule to meet the time constraints placed on your projects. Interwest Consulting Group will meet or exceed our proposed turnaround times.*
- **Effective Coordination with other City Departments.** *Our staff is trained in promoting collaboration and cooperation with other departments and agencies. Effective communication is a key component and we have multiple communication solutions available, which will be flexible to the unique needs of the City.*



- **Code Amendments and Adoption Ordinance.** *Interwest staff can assist the City in researching and preparing Code Amendments and in drafting the Code Adoption Ordinance as requested.*

Each of the staff members proposed for this assignment was carefully selected based on our understanding of the scope of the project. **Mr. Ron Beehler, SE, CBO** is our Director of Building Safety Services and will serve as Principal-in-Charge. He is an authorized representative of Interwest Consulting Group with the authority to sign all necessary agreements.

**Ron Beehler, SE, CBO**  
*Principal-in-Charge*  
431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office  
949.613.5595 Mobile  
[rbeehler@interwestgrp.com](mailto:rbeehler@interwestgrp.com)

We look forward to continuing a successful relationship by providing the services outlined in the RFP to the City. We view the keys to serving the City of Beaumont as follows:

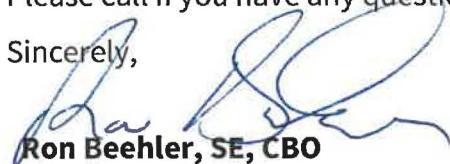
- Providing all services in a coordinated, cost-effective and transparent manner
- Providing the City with experienced and well-qualified individuals to meet and exceed goals set for any assigned project(s)
- Providing a high level of customer service for internal and external customers

All Services will be directed from our Palm Springs office utilizing Interwest Staff, which serves the entire Coachella Valley region and the Inland Empire with professional staff performing functions in all of our disciplines. **We will not be utilizing any sub-consultants to provide services to the City of Beaumont.** We appreciate the opportunity to present our qualifications for your review and consideration.

This proposal remains valid for a period of 180 days from the due date. We understand that the selected firm will be required to enter into a contractual agreement, inclusive of insurance requirements with the City of Beaumont. Please consider this letter as conformation that we have reviewed the Beaumont Professional Services Agreement (PSA) that was attached to the RFP and we have no issues with the City's Professional Services Agreement Contract or Insurance requirements.

We are available to meet with you to discuss our approach in more detail at your convenience. Please call if you have any questions or would like additional information.

Sincerely,



**Ron Beehler, SE, CBO**  
Director of Building  
Safety Services

## Introduction & Information

### PROJECT UNDERSTANDING

Services will be provided to support and supplement your existing staff. All staff will maintain a high level of customer service to the community, support efficiency within the department and provide quick plan review turnaround times and thorough inspections.

Interwest Consulting Group has a proven track record providing building safety services to jurisdictions throughout California. Our team is comprised of highly experienced, customer-service oriented professionals who have successfully served our client jurisdictions.

We view our role and mission is to provide the following:

- A **team of professionals** with high-level experience and skills in successful management of building department services
- Staff with a **customer service focus** and thorough knowledge of building department policies and procedures, and promoting cooperation and partnership with other City departments and outside agencies.
- **Licensed Plan Review Engineers** and/or ICC certified Plans Examiners for thorough and timely plan reviews to ensure compliance to all building laws of the City, County, and State.
- **Certified Building Inspectors** with broad experience in jurisdictional procedures and the highest commitment to customer service.
- **Attendance of any required meetings** related to plan review or field inspection of projects.
- Services in a **cost-effective** manner that remains within the City's budget constraints.
- Staff coverage that is **tailored and flexible** especially during peak workloads and staff absences.

At Interwest, we understand the importance of a timely and accurate plan check process. Our goal is to have a complete and correct set of documents within two plan checks. If it appears that there is a communication issue in which the applicant is not addressing the plan check comments by the third plan check, Interwest staff will schedule a meeting with the applicant and their design professional to ascertain the problem and rectify the situation.

### AT A GLANCE

#### Name of Firm:

**Interwest Consulting Group**  
431 S. Palm Canyon Drive, Ste.200  
Palm Springs, CA 92262

#### Primary Contact Person:

**Ron Beehler, SE, CBO**  
760.417.43297 Office  
949.613.5595 Direct  
rbeehler@interwestgrp.com

## **UNDERSTANDING THE SCOPE OF SERVICES**

We understand this project shall provide services as described in this Scope of Services and the manner in which they are performed will be in accordance with specific requirements of the City's Building Official:

1. Review plans for compliance with applicable model codes.
2. Review plans for compliance with any state or locally mandated regulations for energy conservation and disabled access.
3. Preparation of written corrections submitted to the City and applicant.
4. Recheck and approval of the final plans after all corrections have been incorporated in the plans.
5. Submittal of approved plans and supporting documents to the City.
6. Additional staffing services when so assigned or requested by the City's Building Official.

### **Plan Review Services may include, but are not limited to the following:**

Perform both structural and non-structural plan review of residential, industrial, and commercial buildings for compliance to all local ordinances and state code amendments that pertain to local enforcement of building and safety, and for compliance to the adopted California Building Code, Plumbing and Mechanical Code, and Electrical Code. The scope of review may be subject to the direction of the City's Building Official.

### **State Energy Regulations may include, but are not limited to the following:**

Provide energy calculation review in accordance with the energy law requirements. Interwest will incorporate the proper documents in the plans for use by both the inspector and the builder, facilitating improved field regulations and quality of end product.

### **State Noise Ordinance may include, but are not limited to the following:**

Provide checking to see that bother interior (and exterior, when so directed by the City) noise intrusion are properly addressed by the designer and that the necessary assemblies provide the required degree of sound attenuation in accordance with State law. If noise contour maps are submitted, plan check as to where or not the buildings are subject to such regulations.

### **Federal Flood Plain Regulations may include, but are not limited to the following:**

The applicability of federal flood plain regulations shall be checked and addressed during the plan review stage. This alerts the developer at the earliest possible time in order for advance planning.

### **Soils Engineering may include, but are not limited to the following:**

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



**Certified Access Specialist may include, but are not limited to the following:**

Interwest shall provide CASP certified plans check services including Disabled Access Regulations in Chapter 11-B and Multi-Family Disabled Access Regulations in Chapter 11-A as required under Senate Bill 1608. Interwest will have a CASp Certified staff member to perform these portions of the plan checks. Interwest will be required to interpret and enforce state law and review requests for “Unreasonable Hardship” applications and recommend action should the City so desire.

**General Assistance may include, but are not limited to the following:**

Interwest will aid the City with general information and departmental assistance when needed in addition to providing plan check review services.

Interwest will be prepared to effectively address the following:

- A. Assist City staff in managing the plan check services for residential and non-residential projects, regular interface with City staff and other City consultants, and attendance at meetings as necessary when work in is progress.
- B. Communicate, cooperate and team with City staff and other City Consultants are necessary.
- C. Demonstrate the depth and breadth of the firm to provide a full range of plan check services capable of meeting the needs of any given private development of City initiated project.
- D. Provide strong emphasis on the management of multiple projects and competing priorities while maintain quality, meeting schedules and staying within budget.

**Sub-Consultants:**

Interwest will not be utilizing any sub-consultants to provide services to the City of Beaumont. All services will be completed by Interwest personnel.

**SPECIFIC CHALLENGES**

We also have a good understanding of the challenges of design projects, both public and private, in the Coachella Valley. A number of our employees have direct experience working with Coachella Valley Cities. These challenges include obtaining compliance with the South Coast Air Quality Management District’s (SCAQMD) PM 10 regulations. The Coachella Valley has been a “non-attainment” area for a long period of time. Beaumont is in a high wind corridor in the lower desert which causes a high amount of blowing sand during grading and construction operations. Much care must be taken during these operations to ensure adequate dust control to avoid project shutdown and fines by SCAQMD. This is further exacerbated by the on-going drought in the State, making it more difficult to use water spraying for PM 10 control. The spraying of water during grading operations is imperative. After grading is completed, a soil surface binder may be placed that will provide a hard crust surface, thus minimizing blowing sand and dust.



Another challenge is the soil type present in the desert area. This causes very un-cohesive soils that must be taken into account when any design plans requiring trenching is involved, especially in the existing street system. Because of soil sloughing during trenching, shoring must be incorporated as well as proper trench restoration standards to ensure proper compaction to the areas outside of the trench. If these factors are not incorporated into the design plans, differential settlement will occur to the areas of pavement adjacent to the trench after construction. Pavement failure adjacent to the trench will then accelerate.

Each project, map, and permit is different with its own set of established requirements and recorded conditions. Interwest staff will check all requirements and conditions in coordination with City staff and ensure they are addressed in the submitted plans. For all of the services requested, it is important that Interwest be responsive with professional staff that acts as an extension of City Staff.

## SECTION C

### Firm's Approach

#### OUR DELIVERY TO SCOPE OF SERVICES

Interwest has provided the type of building safety services requested by the Beaumont for the past 16 years. We believe we are uniquely qualified to perform the requested services, as Interwest provides building safety services to public agencies throughout California. We have cultivated a reputation for expedient and cost-effective services provided by qualified and customer-focused professional consultants.

Interwest only serves public agency clients, typically in staff augmentation and program management roles. We believe our exclusive commitment to public agency clients is important, as it allows us to avoid any real or perceived issues regarding conflicts of interest.

As municipal consultants to many jurisdictions, Interwest staff is highly adaptive to all processes and procedures and quickly and seamlessly assimilates to your specialized requirements. All personnel are cross-trained in municipal operations to successfully bridge across departments and are accustomed to partnering, assisting, and coordinating with Planning, Public Works, Code Enforcement and other vital City staff and departments.

Our proposed team is dedicated to providing first-class Building and Safety Services. Comprehensive resumes with their complete history and professional registrations are included in the Appendix of this proposal.

#### Code Interpretations

Code interpretations are subject to final review and approval by the Building Official and/or City designated staff. Interwest Consulting Group's engineers and plans examiners will provide unbiased recommendations and background information to help the Building Official make an informed decision. All plan review comments are subject to review and approval by the Building Department.



## Communicating Plan Review Results

Plan reviews will consist of written comments and redlined plans (1 copy). Comments and redlined plans or approval/denial letter and 1 set of plans will be returned to the City after each review is completed.

Specifically, plan reviews, when not immediately approved, will result in lists of comments referring to specific details and drawings, and referencing applicable code sections. Interwest Consulting Group will provide a clear, concise, and thorough comment list from which clients, designers, contractors, and owners can work. Comment lists are delivered to our clients and other designated recipients (e.g., designers, contractors, owners) via email, FAX, and/or reliable overland carrier. If requested, Interwest Consulting Group will transmit plan review comments, coordinate re-checks directly to the applicant as required, and return completed plan review documents to the City for final approval.

## Maximum Proposed Turnaround Time

We consistently complete plan reviews within these timeframes or sooner! We work hard to accommodate any turn-around schedule desired by the jurisdiction. Multi-disciplinary reviews are typically performed in our offices but we are available for onsite work when required and whenever possible. We can furnish the following tiered turnaround:

Type of Job	Maximum Turn Around Time	
	First Check	Re-Check
<b>RESIDENTIAL</b>		
New Construction	10 Calendar Days	5 Calendar Days
Addition	10 Calendar Days	5 Calendar Days
Remodel (T.I.)	10 Calendar Days	5 Calendar Days
<b>NON-RESIDENTIAL</b>		
New Construction	14 Calendar Days	7 Calendar Days
Addition	10 Calendar Days	5 Calendar Days
Remodel (T.I.)	10 Calendar Days	5 Calendar Days

## On-Site Consultant Services & Meeting Attendance

Interwest Consulting Group understands the City may require the services of an onsite plan reviewer from time to time. We have full-time staff of experienced plan reviewers and licensed architects, structural and civil engineers available to perform on-site plan review when requested. Also, many of our inspection personnel are cross-trained and skilled in performing both front counter and inspection duties as a potential added cost-savings to the City.

In addition, staff is available for pre-construction or pre-design meetings, field visits, contacts with the design team, and support for field inspection personnel as-needed. With some reasonable limitations, pre-construction and pre-design meetings associated with projects that we plan review are considered part of the plan review service.

## **Electronic Plan Check Services**

Interwest currently provides electronic plan review services for multiple jurisdictions throughout California and we are prepared to provide electronic plan review services for the City of Beaumont. More and more jurisdictions are seeing the benefits of electronic permit and plan check, especially for large, complex projects. Electronic plan check services deliver many benefits to cities; instantaneous comments to the developer, applicant or architect; secured accessibility to documents; and reduced paper storage. Our staff is experienced providing electronic plan review and can work closely with the City on any electronic plan check software program that is utilized. Our goal is always to collaborate with and support the building department by providing thorough, accurate and timely plan reviews.

## **Plan Review Tracking Method & Billing Process**

Our staff has experience working with most project tracking databases utilized by building departments. Our staff will update electronic records and make project related database entries as directed by the City.

Interwest Consulting Group uses a custom-designed database to maintain and track all plans throughout the review process from the moment you request a pick-up and/or shipment to delivery of the final, approved documents. Information such as project name, City's project number, assigned plan reviewer(s), date documents were received, plan check cycle and completion date for current review can be provided. In addition to standard phone communication, custom reports can be emailed

In addition, we can provide online tracking for the City with a custom-designed web template geared to provide any reporting and information needs required.

Our staff is available during standard business hours to answer questions via phone or email regarding the actual plan check in progress. We maintain active email accounts and our staff will be responsive to any City or applicant needs. If we cannot speak directly to a caller, we will return calls in no later than 24 hours.

## **Special Projects**

Interwest Consulting Group is able to accommodate special project plan check needs such as fast-track, multi-phased, or accelerated plan checks. We establish project specific turn-around goals and procedures with jurisdiction staff for these types of projects based on the complexity of the projects as well as the construction schedule.

Interwest Consulting Group's staff of engineers and plans examiners will work with the City as well as with applicants and designers to resolve all plan check issues. Our staff will deal directly with applicants and their designers during the plan check process to resolve all issues. Interwest Consulting Group will furnish assigned personnel with all materials, resources and training necessary to conduct plan checks, including a current copy of the applicable City amendments, policies, procedures and forms.



## Firm Profile

### FIRM INFORMATION

The seamless integration of municipal service professionals in support of public agencies has been our purpose since Interwest Consulting Group formed in 2002. Interwest was founded by individuals with a passion for serving municipalities. We currently employ approximately 350 employees spanning a multitude of disciplines within City engineering, public works, and building and safety departments throughout California. We currently serve over 200 cities, counties and state agencies, including the nearby municipalities of Palm Springs, Rancho Mirage, Beaumont, Hemet, Upland, Moreno Valley, Pomona, Eastvale, Murrieta, Wildomar and County of Riverside, just to name a few.

**Taxpayer ID:** 73-1630909

**Years in Business:** 16

**Office Locations:** 9 (CA, NV, CO)

We provide the following services to Cities and Counties:

- Building Safety
- Municipal Engineering
- Construction Management & Inspection
- Capital Improvement Plan/Map Review and Entitlement
- Geographic Information System (GIS)
- Information Technology
- City Planning
- Real Property Acquisition
- Traffic Engineering & Transportation Planning
- Transportation Program Management & Funding

Our staff has held senior and executive management positions within numerous California cities including the titles of City Engineer, Public Works Director, Building Official, Traffic Engineer and other well-seasoned management personnel. This depth of experience brings a high level of expertise and sensitivity towards community and special interest group issues. We value the importance of a focus that represents the interests of our public agency clients and reflects positively on the citizens they serve.

Collectively, our professionals have programmed and delivered projects, and developed and implemented innovative programs and public policies recognized by the American Public Works Association, California Transportation Foundation, Solid Waste Association of North America, State of California Office of Traffic Safety, American Planning Association, and awarded with the Leadership in Energy and Environmental Design (LEED) Award. We furnish both technical excellence and a thorough understanding of the regulatory process to assist our clients through the sometimes-daunting complexities associated with the delivery of projects, implementation of important public programs, and adoption of significant public policy.

## AFFILIATIONS

Education and certification are at the very core of our company. We support and encourage staff to participate in and contribute to the many associations important to the industry knowing that technical excellence and proficiency is vital to public service. Attending specialized training classes, seminars and industry-related conferences is part of our dedication to the industry. Many of our staff holds or have held key positions within the groups listed below:

- League of California Cities
- California Association of Building Officials
- County Building Officials of California
- ICC Chapters of: Coachella, Citrus Belt, Foothill, Orange Empire, Los Angeles Basin, Peninsula, East Bay, Sacramento Valley, Shasta Cascade
- Structural Engineers Association of Southern California (SEAOSC)
- American Public Works Association
- International Code Council
- Institute of Transportation Engineers
- California Water Environment Association
- California Storm-water Quality Association
- City Engineer's Association of Orange County



## Location

### ADDITIONAL RESOURCE LOCATIONS

Services will be directed out of our **Palm Springs Office**, but we have 9 other convenient locations and responsive staff help you get what you want, when you need it.

#### SOUTHERN CALIFORNIA

431 S. Palm Canyon Drive, Suite 200

**Palm Springs, CA 92262**

760.417.4329 Office

1500 S. Haven Avenue, Ste. 220

**Ontario, CA 91761**

909.295.3142 Office

15140 Transistor Lane

**Huntington Beach, CA 92649**

714.899.9039 Office

316 Tejon Place

**Palos Verdes Estates, CA 90274**

714.899.9039 Phone

9519 Chamberlain Street

**Ventura, CA 93004**

805.659.0017 Office

#### CENTRAL CALIFORNIA

1171 W. Shaw Avenue, Suite 102

**Fresno, CA 93711**

559.201.6381 Office

#### NEVADA

4815 W. Russell Road, Suite 11K

**Las Vegas, NV 89118**

702.476.2200 Office

#### NORTHERN CALIFORNIA

9300 W. Stockton Blvd., Suite 105

**Elk Grove, CA 95758**

916.683.3340 Office

1613 Santa Clara Drive, Suite 100

**Roseville, CA 95661**

916.781.6600 Office

6280 W. Las Positas Blvd., Suite 220

**Pleasanton, CA 94588**

925.462.1114 Office

#### COLORADO

1218 W. Ash Street, Suite A

**Windsor, CO 80550**

970.674.3300 Office

311 Mapleton Avenue, Unit 370

**Boulder, CO 80304**

303.444.0524 Office

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**Resume of Lead Consultant – Ron Beehler**



**INTERWEST  
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GROUP**

[www.interwestgrp.com](http://www.interwestgrp.com)

**E D U C A T I O N**

Graduate coursework in Structural  
and Geo-Technical Engineering  
California State University Sacramento

BS, Civil Engineering  
California State University, Chico

AA, Physical Science  
Butte College, Oroville, CA

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

Structural Engineer  
State of California | SE3632

Professional Civil Engineer  
State of California | CE39404

Structural Engineer  
State of Nevada | SE019992

Professional Civil Engineer  
State of Nevada | CE019992

**International Code Council | 801789**  
ICC and CABO Certified Building Official  
ICC/ICBO Plans Examiner  
ICC/ICBO Building Inspector

Lecturer on Building Code Related Topics  
California Licensed General and  
Electrical Contractor

National Earthquake Hazard Reduction  
Program Training

California Construction Law Training  
Construction Claim Mitigation Training

Leadership Training

**A F F I L I A T I O N S  
A C C O M P L I S H M E N T S**

Past President of San Joaquin ICC Chapter  
of Building Officials

Vice president of Napa Solano ICC Chapter

Multiple Term Board of Director Member  
for the Sacramento Valley Association of  
Building Officials

## Ron Beehler, SE, CBO

### Director of Building Safety Services Principal-in-Charge

Ron utilizes experience gained through more than 35 years of hands on experience performing life safety, accessibility and structural plan reviews to successfully manage building departments, building department services and high-profile building projects on behalf of public agencies throughout California. Ron's experience includes establishing and coordinating on-site building department services for large multi-building projects and unique fast paced development projects. Ron has served as Chief Building Official for multiple California public agencies including interim assignments. Ron has also provided building department assessments on behalf of municipal clients to identify inefficiencies and implement best practice improvements.

Licensed as a Civil and Structural Engineer in California and Nevada, certified by the International Code Council as a Building Official, Plans Examiner and Building Inspector, Ron is uniquely qualified to evaluate and manage all building department services. His background includes the position of Chief Building Official with the City of Sacramento directing a staff of 120 engineers, plan reviewers and building inspectors, Chief of Engineering Design and Construction for the California National Guard and Senior Structural Engineer with the Office of Statewide Health Planning and Development (OSHDP).

Ron is dedicated to maintaining his knowledge of California building codes, laws and regulations related to building department operations. He frequently lectures and presents classes on technical topics on behalf of professional organizations including CALBO and multiple International Code Council Chapters throughout California and other western states. Ron attends structural and building code symposiums, lectures, and training classes on a regular basis to ensure up-to-date knowledge of building code requirements as they relate to state-of-the-art building design practices.

### P R O J E C T S P E C I F I C E X P E R I E N C E

#### Director, Building Safety Services

2006 - Present      Interwest Consulting Group | CA

Ron provides direct oversight of all Building Safety services including coordination of all plan review and building inspection services, ensuring timely and responsive services. Ron works with building officials for our full-service clients to insure timely and efficient services. Ron also manages and provides direct oversight of plan review and inspection services for large, complicated and fast paced projects on behalf our public agency clients.

#### Chief Building Official

2003 - 2006      City of Sacramento | CA

Ron planned, directed and managed activities for a large 120-person building department with oversight responsibilities for construction inspections and plan review of 18,000 permitted projects annually. He planned, organized, administered and evaluated staff work. Other duties included report writing and presentations to community groups, city council and professional organizations, and planning and administering a budget of \$13.6 million.



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GROUP**

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**Supervising Engineer | Building Inspection Division**

2002 - 2003                      City of Sacramento | CA

Ron supervised plan review, managing plan intake and public counter functions for 2 regional permit centers, trained and mentored staff, met with architects and engineers to resolve building code related issues, coordinated plan review for high profile projects, and worked with field inspection supervisors and inspectors.

**Regional Compliance Officer | Senior Structural Engineer**

1998 - 2002                      CA State Office of Statewide Health Planning & Development

Ron supervised regional hospital inspection program coordinating field inspection staff and approval of special inspection issues. He resolved complicated code related inspection issues, and reviewed plans, specifications and structural calculations for healthcare facilities. Ron consulted with architects and engineers to resolve complex code interpretation issues. He researched and investigated structural adequacy of building materials and manufactured products, and verified proper loads, forces and materials for the design of buildings and equipment anchorage.

**Chief of Facilities Engineering**

1991 - 1998                      California National Guard | CA

Ron supervised and planned work for engineering design and project inspection staff, developed scope and budgets for projects, directed preparation of plans from preliminary design through working drawings, coordinated and approved project specifications and cost estimates, negotiated and approved project changes, coordinated inspection activities, resolved inspection disputes, represented National Guard/Military Department at public meetings, conducted plan review for projects designed by consultants, and presented design concepts and final designs.

**Associate Structural Engineer**

1987 - 1991                      CA State Office of Statewide Health Planning & Development

Ron reviewed construction plans and specifications for new hospitals and skilled nursing facilities for California Building Code and UBC requirements, met with architects and engineers to resolve plan review issues, reviewed field changes, investigated and resolved construction conflicts and other administrative duties.

**Associate Engineer | Architect**

1983 - 1987                      Sacramento County Building Dept/Plan Review Division

Ron reviewed construction plans and specifications, and structural calculations for building code compliance, reviewed plans for residential, multi-residential, commercial and industrial structures, and met with designers to resolve code issues related to commercial and residential structures.



## Key Personnel

### KEY STAFF

All of our proposed staff has significant direct experience working as City employees and as contract staff members in similar jurisdictions throughout California providing the services the City requires. The individual resumes for each professional are included in the Appendix of this proposal and highlight their significant personal experience on a variety of building safety tasks.

Individually, the professionals showcased below excel in each of their backgrounds. As a team, they possess the professional capability to innovatively create and implement effective solutions with your agency and the community's interests in mind. The following individuals would be available to serve the City.

### Proposed Staff

<b>Ron Beehler, SE, CBO</b>	PRINCIPAL-IN-CHARGE
<b>Chris Vogt, PE</b>	CA REGISTERED PROFESSIONAL ENGINEER
<b>Oliver Roan, SE</b>	CA REGISTERED PROFESSIONAL STRUCTURAL ENGINEER
<b>Gil Petris, CBO, ICC</b>	PLAN REVIEW & BUILDING INSPECTION
<b>Tom Campbell, PE, CBO, ICC</b>	CA REGISTERED PROFESSIONAL ENGINEER
<b>Tony Dormanesh, PE, CASp, CBO</b>	CA REGISTERED PROFESSIONAL ENGINEER   CASP
<b>Chandra Desai, PE</b>	CA REGISTERED PROFESSIONAL ENGINEER
<b>Hossein Afrouzeh, ME, EE</b>	CA REGISTERED MECHANICAL   ELECTRICAL ENGINEER
<b>Tom Hartung, CBO</b>	PLAN REVIEW   BUILDING INSPECTION
<b>James Northcutt, ICC</b>	PLAN REVIEW   BUILDING INSPECTION
<b>Wayne Webb, ICC</b>	PLAN REVIEW   BUILDING INSPECTION
<b>Barry Lewis, ICC</b>	PLAN REVIEW   BUILDING INSPECTION
<b>Van Wilfinger, CBO</b>	PLAN REVIEW   BUILDING INSPECTION
<b>Ed Cooke, CBO</b>	BUILDING INSPECTION
<b>Daniel McCance, ICC</b>	BUILDING INSPECTION

*Complete resumes for proposed key staff will be available for the City of Beaumont to review in the appendix of the submittal.*

**STAFF QUALIFICATIONS | LICENSES | CERTIFICATIONS | REGISTRATIONS**

Name	Current Licenses & Certifications	License & Certification Number
<b>Ron Beehler, SE, CBO</b> <i>Principal-in-Charge</i>	CA Registered Professional Civil Engineer CA Registered Structural Engineer NV Registered Professional Civil Engineer NV Registered Professional Structural Engineer CABO Certified Building Official ICC Certified Building Official ICC Building Plans Examiner ICC Building Inspector	C39404 S3632 CE019992 SE019992 1492 801789 801789 801789
<b>Chris Vogt, PE</b> <i>CA Professional Engineer</i>	CA Registered Professional Civil Engineer	44250
<b>Oliver Roan, SE</b> <i>Structural Engineer Plan Review</i>	CA Registered Professional Civil Engineer CA Registered Professional Structural Engineer ICC Building Plans Examiner	C33484 S3173 0858283
<b>Gil Petris, CBO, ICC</b> <i>Building Official Plan Review Inspection</i>	ICC Certified Building Official ICC Residential Plans Examiner ICC Combination Inspector ICC Building Inspector ICC Electrical Inspector ICC Mechanical Inspector ICC Plumbing Inspector ICC Combination Dwelling Inspector California OES Certified SAP Evaluator	0822420-CB 0822420-R1 0822420-50 0822420-10 0822420-ES 0822420-44 0822420-30 0822420-56
<b>Tom Campbell, PE, CBO, ICC</b> <i>Professional Engineer Chief Building Official Plan Review</i>	CA Registered Professional Civil Engineer NV Registered Professional Civil Engineer ID Registered Professional Civil Engineer UT Registered Professional Civil Engineer ICC Certified Building Official ICC Plans Examiner	C37948 018414 P-14808 8317415-2202 1999 1999
<b>Tony Dormanesh, PE, CASp, CBO, ICC</b> <i>Professional Engineer Certified Access Specialist Chief Building Official Plan Review</i>	CA Registered Professional Engineer NV Registered Professional Engineer ICBO Certified Building Official ICC Certified Building Official ICC Plans Examiner Certified Access Specialist	C31619 019497 3807 806772 806772 CASp-258
<b>Chandra Desai, PE, ICC</b> <i>Professional Engineer Plan Review</i>	CA Registered Professional Civil Engineer ICC Building Plans Examiner	C47213 5123683
<b>Hossein Afrouzeh, ME, EE</b> <i>Mechanical &amp; Electrical Plan Review</i>	CA Registered Professional Mechanical Engineer CA Registered Professional Electrical Engineer	M27117 E11588
<b>Tom Hartung, ICC</b> <i>Inspection</i>	CABO Certified Building Official ICC Building Inspector	812037 812037



Name	Current Licenses & Certifications	License & Certification Number
<b>James Northcutt, ICC</b> <i>Plan Review</i> <i>Inspection</i>	ICC Building Plans Examiner ICC Building Inspector	879908 879908
<b>Wayne Webb, ICC</b> <i>Plan Review</i> <i>Inspection</i>	ICC Building Plans Examiner ICC CA Building Plans Examiner ICC Commercial Electrical Inspector ICC Electrical Plans Examiner	8003920 8003920 8003920 8003920
<b>Barry Lewis, ICC</b> <i>Plan Review</i> <i>Inspection</i>	ICC Building Inspector ICC Mechanical Building Inspector ICC Plumbing Building Inspector ICC Combination Inspector ICC Commercial Building Inspector ICC Commercial Mechanical Inspector ICC Commercial Plumbing Inspector ICC Residential Combination Inspector ICC Commercial Plans Examiner ICC Plans Examiner	1100110 1100110 1100110 1100110 1100110 1100110 1100110 1100110 1100110 1100110
<b>Van Wilfinger, CBO, ICC</b> <i>Building Official</i> <i>Plan Review</i> <i>Inspection</i>	ICC Certified Building Official ICC Certified Building Code Official ICBO/ICC Building Inspector ICBO/ICC Plumbing Inspector ICBO/ICC Electrical Inspector ICBO/ICC Mechanical Inspector ICBO/ICC Plans Examiner ICBO/ICC Combination Inspector Post-Disaster Safety Assessment	5009643 5009643 5009643 5009643 5009643 5009643 5009643 5009643 5009643
<b>Ed Cooke, CBO, ICC</b> <i>Building Official</i> <i>Plan Review</i> <i>Inspection</i>	ICC Certified Building Official ICC Building Plans Examiner ICC Building Inspector ICC Plumbing Inspector ICC Plumbing Inspector UPC ICC Residential Electrical Inspector IAPMO Mechanical Inspector	5050260 5050260 5050260 5050260 5050260 5050260 090505
<b>Daniel McCance, ICC</b> <i>Inspection</i>	ICC Building Inspector UBC Building Inspector ICC Combination Inspector ICC Combination Inspector Uniform Codes ICC Electrical Inspector ICC Mechanical Inspector ICC Mechanical Inspector (UMC) ICC Plumbing Inspector (UPC) IAPMO Plumbing Inspector IAPMO Mechanical Inspector	5073719-B5 5073719-10 5073719-C8 5073719-50 5073719-E5 5073719-M5 5073719-44 5073719-34 N90898 N98804

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## References

### CLIENT REFERENCES

As a full-service company to government agencies we are proud of the services we provide to our clients. Below is a list of current references for similar projects.

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### City of Coachella

Interwest Consulting Group began serving the City of Coachella [population 40,000] in October 2007, providing as-needed plan review services. We currently provide the following as-needed services:

- Building Official
- Plan Review
- Building Inspection



### City Contact:

**Luis Lopez, Development Services Director**

1515 Sixth Street | Coachella, CA 92236

Ph: 760.398.3102 | [llopez@coachella.org](mailto:llopez@coachella.org)

### Highlighted Projects

- **Ocean Mist Farms Expansion Project** - The expansion includes partial demolition and reconstruction of existing buildings, construction of an 18,000-sq. ft. covered sorting area, a new 2,600 sq. ft. administration building, and a 1,122-sq. ft. addition to an existing ice storage building, all at the existing facility site located at 52-300 Enterprise Way. The expansion also includes development of 3.95 acres of a 12-acre site for additional truck and employee parking on property located at the southeast corner of Industrial Way and Enterprise Way, directly across Industrial Way from the existing Ocean Mist Farms facility. Interwest plan checkers reviewed several iterations of plans for this large-scale project.
- **Double Date Processing Facility** - This project consists of a warehouse facility for date packing and processing operations, including three primary buildings, outdoor staging areas, and the necessary parking and driveway improvements, occupying an eastern portion of the 7-acre property. Interwest employees performed plan review on this large industrial project.
- **Tierra Bonita Affordable Housing Development** - Interwest performed plan check on single family residential dwellings for this 39-lot subdivision of about 9.3 acres.



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## City of Hemet

Interwest Consulting Group began serving the City of Hemet in 2013 in Riverside County [population 80,467], providing as-needed services building and safety services during peak times of development. We currently provide the following services:

- Building Plan Review
- Building Inspections
- Permit Technician

### City Contact:

**Sara Retmier, Building Official**

445 East Florida Avenue | Hemet, CA 92543

Ph: 951.765.2477 | [sretmier@cityogfhemet.org](mailto:sretmier@cityogfhemet.org)



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## City of Pomona

Interwest Consulting Group began serving the City of Pomona [population 160,000]. Traditionally a full-service City, Pomona examined a number of cost saving strategies including contracting for services that had historically been provided by in-house staff. Interwest Consulting Group successfully transitioned all building and safety services from the City's in-house staff and implemented new, streamlined processes and procedures. The change resulted in a higher level of service for the City's customers at a significant cost savings to the City. We currently provide the following on-site services:

- Building Official
- Building Plan Review
- Building and Safety Inspections
- Permit Technician
- Housing Abatement Enforcement
- Front Counter Support
- Administrative Services
- Construction Management

### City Contact:

**Linda Lowry, City Manager**

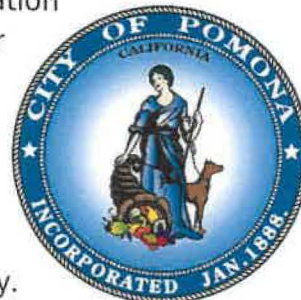
505 S. Garey Avenue | Pomona, CA 91766

Ph: 909.620.2051 | [llowry@ci.pomona.ca.us](mailto:llowry@ci.pomona.ca.us)

### Highlighted Projects:

#### Fairplex Conference Center

Interwest Consulting Group provided building inspection services on the FairPlex Conference Center, the City's first LEED Silver engineered project. The FairPlex Conference Center is an 85,000-square foot, state-of-the-art building featuring the latest in construction styles and technology features with an eco-friendly balance.



Understanding the importance of this project we dedicated seasoned inspectors who collaboratively worked with a half dozen deputy inspectors and maintained a weekly inspection schedule, plus weekend inspections, as needed to keep the project on schedule.



The project presented some unique challenges due to the incorporation of the new construction with an existing Depression-era historical building. This required that all adjoining parts of the Exhibit Hall, including electrical and plumbing, conform to rigorous Fire Rating Standards.

### **Mayfair Hotel**

The Mayfair is a downtown icon and landmark for the City of Pomona. The Interwest team provided plan review and inspection services on the Mayfair Hotel. Our experienced engineers reviewed the project design, which included both structural and non-structural elements. Our inspectors were on the project every week to resolve any potential issues, ensure the project is adhering to current building codes and collaboratively working with the contractor to maintain an aggressive schedule.



The five-story hotel will deliver four floors of completely new and modern housing, targeting primarily the Western University campus, mixed retail, a restaurant on the ground level and an Irish Pub in the basement.

### **Western University Campus**

Interwest Consulting Group was honored to work on such a premier project for the City. Our staff has provided plan review and inspection services since 2010 on the Western University Campus.

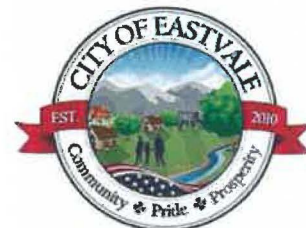
As part of a growing campus Interwest provided plan review and inspection for many tenant improvements (TI) which included the 2nd Floor Administration Offices & Testing, Patient Care Center, Health Building, Student Housing Building and the most recent 300,000 square-foot residential, assembly, and offices.

Our inspectors continue to work collaboratively with the contractors to resolve any issues and to help keep the projects on schedule.

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### **City of Eastvale**

Interwest Consulting Group performed a variety of services resulting in the delivery of efficient and cost-effective services to the newly incorporated City of Eastvale. These services included: (1) the gathering of essential information and key data which served as the basis for confirming service area responsibilities for the City of





Eastvale, (2) preparation of fiscally prudent and conservative operating budgets and, (3) identified cost effective, efficient, and innovative methods of providing public works, planning, building and safety activities and services transitioned from the County of Riverside

Since incorporation of the City of Eastvale on July 1, 2010, Interwest Consulting Group has created and implemented necessary systems and processes to provide the following services:

- City Engineering
- Program Management
- Construction Management | Public Works Inspection
- Engineering Support Services
- Building Department Administration
- Building Plan Review, Inspections and Permit Counter
- Building and Safety Code Compliance
- NPDES – Storm Water Compliance Support Services
- Grant Writing Services
- Development Engineering and Entitlements
- Transportation Planning
- Traffic Engineering Services
- Drainage Engineering
- Geographic Information Systems
- Real Estate Acquisitions Services

**City Contact:**

***Michele Nissen, Interim City Manager***

12363 Limonite Avenue, Suite 910 | Eastvale, CA 91752

Ph: 951.361.0900 | [mnissen@eastvaleca.gov](mailto:mnissen@eastvaleca.gov)

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## **City of Lake Forest**

In April 2009, Interwest Consulting Group began providing turn-key building and safety services to the City of Lake Forest (population 82,000). Recognizing the value and cost benefits attributable to employing a contract services model, the City has contracted for building and safety services since its incorporation in 1991. Interwest Consulting Group provides a team of onsite professionals that provide all building and safety services—blending seamlessly with existing City staff. We provide a full time building official, building plan reviewers, building inspectors and building permit counter technicians.

Staffing levels are adjusted based on changes in construction activity to ensure that (1) revenue plus expenditures are monitored to ensure that building and safety activities are general fund neutral and (2) a high level of customer service is maintained. Interwest Consulting Group successfully



transitioned services from the previous service provider and continues to provide the following services:

- Engineering Plan Check
- Building Plan Review
- Building Official
- Building Inspection
- Permit Technician
- Front Counter Support

**City Contact:**

**Gayle Ackerman, Director of Development Services**

25550 Commercentre Drive | Lake Forest, CA 92630

Ph: 949.461.3460 | [gackerman@lakeforestca.gov](mailto:gackerman@lakeforestca.gov)

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## City of Bell

In November 2010, as part of its recovery process, the City of Bell selected Interwest Consulting Group to provide building plan check services. Interwest has reviewed a number of projects in the City, including a new commercial building, several commercial TIs and residential addition and remodel projects. The opportunity to assist Bell in its recovery presented unique challenges with nearly every manager and the entire City Council departing the City in a matter of months. We worked closely with staff to maintain a high level of customer service and deliver quality plan reviews to the City. We were selected to provide City Engineering services in December 2011 and Building and Safety services in 2012. Our staff seamlessly integrated into the City working closely with new managers helping identify new policies and procedures that were needed, reconnecting with regional projects and preparing master plans.



We currently provide the following onsite and offsite services:

- City Engineering
- Building Official
- Plan Review
- Building Inspection
- Project /Program Management
- Construction Management
- Construction Observation
- Geographic Information Systems (GIS)

**City Contact:**

**Joe Perez, Former Community Development Director**

6330 Pine Avenue | Bell, CA 90201

Ph: 562.882.2706

## Scope of Services

### TECHNICAL CAPABILITIES IN PLAN CHECK AREAS

#### Fire and Life Safety Review

Interwest's non-structural plans examiners have furnished plan review services for a vast array of projects including large commercial, institutional, industrial, retail, OSHPD 3 medical office buildings, and residential projects. Completed plan review projects range from single-story residential projects to complex high rise buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current additions of the following model codes:

- California Building Standards Code (Title 24) Parts 1 through 6 and 9.
- International Building Code (IBC)
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- CA Code of Regulations Titles 19 and 25

#### Structural Review

Our structural engineers have experience designing and reviewing projects with virtually all building materials including:

- Wood
- Masonry
- Light Gauge Steel Framing
- Rammed Earth
- Concrete
- Structural Steel
- Aluminum
- Straw Bale

Our engineers have designed and/or reviewed a wide array of structural systems including:

- Steel Moment Frames
- Buckling Restrained Braced Frames
- Energy Dissipation Systems
- Steel Eccentric Braced Frames
- Steel Concentric Braced Frames
- Various Proprietary Lateral Force Resisting Systems
- Concrete Moment Frames
- Wood Shear-wall Systems
- Masonry Shear-wall Systems
- Concrete Shear-wall Systems
- Cantilevered Column Systems
- Pre-Stressed / Post-Tensioned Concrete
- Seismic retrofits (URM, SWOF, etc.)

Our structural engineers are experienced with the provisions of most model codes, including current versions of:



- Title 24, Part 2, Volume 2, California Code of Regulations (CCR)
- International Building Code (IBC)
- ASCE 7-10
- ASCE 41
- CA Historic Building Code
- CA Existing Building Code
- NEHRP
- AISC 341 & 360
- ACI 318 (Concrete)
- ANSI/AF & PA NDS
- ACI 530 (Masonry)

### **Mechanical, Plumbing & Electrical**

Interwest’s mechanical and electrical engineers are well versed in the California Mechanical, Plumbing and Electrical codes. We review submitted design documents to ensure compliance with the City’s adopted codes. We have made the transition to the newly adopted codes and currently review for those codes as required. All staff is appropriately licensed and/or certified in the State of California. We will review submitted design documents to ensure compliance to the current edition of the following codes:

- California Building Code
- California Residential Code
- California Plumbing Code
- California Mechanical Code
- California Electrical Code
- Jurisdiction-Adopted Amendments or Ordinances

Other review services are provided based on current editions of local or national standards such as:

- International Building Code
- International Residential Code
- NFPA Standards 13 (automatic fire sprinkler systems)
- NFPA Standards 14 (standpipes)
- International Mechanical Code
- International Plumbing Code
- NFPA Standards 20 (fire pumps)
- NFPA Standards 72 (fire alarms)
- NFPA Standards 99 (medical gases)
- FEMA & NEHRP Requirements for Existing Buildings
- CA Energy Code

### **Access Compliance - CASp Review, ADA Evaluation**

All of Interwest’s CASp-Certified professionals are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. Our goal is to provide experts in the industry who can perform services for building departments in a seamless manner by customizing our services to correspond with our client’s expectations and needs. We work collaboratively with our clients to resolve plan review and inspection related issues as efficiently as possible, ultimately resulting in an expedited process and successful project.





Our architects and plans examiners are fully trained and familiar with CA Building Code Accessibility requirements, ADA compliance regulations, and are available for plan review and/or evaluations and consultation. We offer support to municipalities for compliance enforcement and/or developing a transition plan, and successfully partner with the disabled community to address the needs and requirements for both entities. We can assist municipal departments, government agencies and local communities to explain various issues relating to access compliance, such as access compliance obligations, transition planning, construction costs, construction phasing, code/law ‘interpretation’, hardship and code/law changes.

### **Green Building Review**

Our staff is familiar with the incorporation of CALGreen building criteria into project designs and the resulting potential impact as they relate to the building codes. In addition, staff members have participated in the development of various “green” standards for super adobe, rammed earth, and straw bale construction, to name a few.

### **LEED Review**

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design, construction, operations and maintenance solutions. LEED certification consists of a number of different rating systems that apply to many building types—commercial as well as residential—and measures how well a building performs across many sustainability metrics including: energy savings, water efficiency, CO<sub>2</sub> emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

### **Energy Compliance**

Our engineers and plan reviewers are up to date on all California Energy requirements as they relate to both new and remodel construction on large residential and commercial projects. The Energy Efficiency Standards for Residential and Nonresidential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

### **Residential – California Residential Code**

Our engineers and plan reviewers have extensive experience providing residential plan reviews. Our staff has experience reviewing, single family dwellings and multi-family dwelling ranging from duplexes to large high-rise apartment projects, as well as additions, remodels and seismic upgrades. Our staff is well versed in the provisions of the 2016 California Code. Members of our staff are currently providing seminars for ICC Chapters throughout the State of California. Interwest’s staff are familiar with environment surrounding residential construction and understanding the importance of providing plan reviews in an efficient and expedited manner to reduce the frustration of home owners as well as larger developers. We work in a collaborative manner to resolve plan review issues as quickly as possible.

### **Storm-water/Standard Urban Storm-water Mitigation Plan (SUSMP)**

Interwest staff possesses the necessary training and certification to conduct required reviews of storm-water plans and reports on development projects. MS4 permit requirements and local City storm-water standards will be incorporated as part of the standard review process and required documentation will be produced and maintained in a manner consistent with the City's annual storm-water reporting requirements.

### Cost Proposal

Plan Check Fees are proposed below as a percentage of such fees collected by the City based on the City's fee schedule, including Building, Electrical, Mechanical, Plumbing, Energy, CALGreen, Accessibility and other plan check fees where applicable.

#### PERCENTAGE STANDARD PLAN CHECK FEES

- **Fees for Standard Plan Check, including 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Reviews:**
  - 75% of the City's Plan Review Fee
  
- **Fees for Standard Plan Check 4<sup>th</sup> Review and Beyond:**
  - Hourly Rate to be charged at \$110 per hour

#### PERCENTAGE FOR EXPEDITED PLAN CHECK FEES

- **Fees for Expedited Plan Check:**
  - 140% of the standard rate

#### TURNAROUND TIMES

- Standard review times will be initial 10 days, 5 day re-checks up to the 3<sup>rd</sup> review. For extremely large commercial projects, timelines may be negotiated with the Building Official.

**Shipping:** There is no charge for courier or shipping services for plan review conducted off-site.

#### Communicating Plan Review Results

Plan reviews, when not immediately approved, will result in lists of comments referring to specific details and drawings, and referencing applicable code sections. Interwest Consulting Group will provide a clear, concise, and thorough comment list from which clients, designers, contractors, and owners can work. Comment lists are delivered to our clients and other designated recipients (e.g., designers, contractors, owners) via email, FAX, and/or reliable overland carrier. If requested, Interwest Consulting Group will transmit plan review comments, coordinate re-checks directly to the applicant as required, and return completed plan review documents to the City for final approval.



## SECTION K

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### Term

Interwest is an excellent choice to provide building division services to the City of Beaumont. We appreciate the opportunity to present our proposal for your review and consideration; it remains valid for a period of 90 days. We stand ready and available to complete the work outlined in the RFP and we meet all the minimum requirements outlined.

## SECTION L

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### Additional Information

#### QUALITY CONTROL & QUALITY ASSURANCE

All of our personnel work collaboratively with consistent communication between staff members for advice, application of specific expertise and any unique project or client knowledge. Meetings to coordinate and update all staff on current projects and phases of review are held weekly in addition to any special meetings needed to address new developments or issues. We utilize specific reporting methods for this procedure. We utilize a custom database to compile all client and project information as it relates to any services we perform. We also develop and maintain a jurisdiction file containing all pertinent client, project and billing information accessible to project managers and assigned staff. Our technical and administrative staff is highly trained, attending seminars and educational conferences to keep current on up-to-date industry methods and information.

Our staff of engineers and plans examiners are available by phone or e-mail to answer questions pertaining to our plan reviews. We are also available to meet with applicants and designers on a face-to-face basis as required to resolve plan review issues. We can work directly with applicants or by the City's preferred method of contact during the plan review process to resolve all code related issues and to provide complete and coordinated documents upon completion of the plan review process.

## SECTION M

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### Insurance

**Interwest Consulting Group** is able to and agrees to fulfill the indemnification and insurance requirements contained in the Sample Contracts within the Request for Qualifications and will provide a Certificate of Insurance naming the City upon award of the contract.



## Staff Resumes



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#### **E D U C A T I O N**

Bachelor of Science, Civil Engineering  
University of Pittsburgh  
Pittsburgh, PA

#### **R E G I S T R A T I O N S C E R T I F I C A T I O N S**

CA Registered Civil Engineer | 44250

#### **P R O F E S S I O N A L A F F I L I A T I O N S**

APWA - American Public Works  
Association,  
Southern California Chapter President  
2012

APWA - American Public Works  
Association, Coachella Valley Branch of  
Southern CA,  
President & Creator, 2000 – 2001

City/County Engineers Association  
Inland Empire President, 1996

## **Chris A. Vogt, PE**

### **CA Registered Professional Engineer Project Manager**

Chris has over 35 years of successful management, planning, implementing, and administering public works projects and programs. He brings a solid history of successful management with over 24 years as a Public Works Director/City Engineer. He brings an exemplary work ethic focusing on continuous process improvements while maintaining the ability to effectively navigate politically sensitive environments.

He has managed an operational budget of over \$39 million and a comprehensive Capital Improvement Program in excess of \$1.6 billion. Supporting cities in Southern California, Chris has a wealth of knowledge in budget preparation; infrastructure maintenance; professional and construction contract negotiations; organizational development; project management; water, sewer and electrical utility operations and construction; engineering design; staff development; training and mentoring; complex engineering studies such as Development Impact Fees and assessment engineering; and public informational and collaborative meetings.

Chris is a professional who brings solutions to our clients. He is flexible and open with his communications and fosters a teamwork atmosphere in resolving challenges. He is committed to serving the needs of the client through strong leadership and a collaborative approach.

#### **S P E C I F I C E X P E R I E N C E**

##### **City Engineer | Senior Project Manager**

2012 – Present Interwest Consulting Group | CA

Chris provides various public works director and city engineer services to jurisdictions throughout Southern California. His responsibilities include: implementing and developing capital improvement programs and development impact fees; staff training, mentoring and management; direction and supervision of professional, technical and maintenance staff; program management over consulting contracts (design and construction management professionals); completion of specialty projects; and coordination of issues with public utilities.

##### **Director of Public Works | City Engineer**

2006 – 2011 City of Moreno Valley | CA

Managed a Public Works Department of 145 professional, technical, maintenance and clerical staff with an operational budget of \$39 million and Capital Improvement budget of \$180 million (comprehensive \$1.6 billion). Public Works included seven divisions: Administration, Engineering Land Development, Traffic, Capital Improvement Projects, Maintenance (solid waste, street, storm drainage, graffiti, and fleet), Special Districts, and the Moreno Valley Electric Utility.

##### **Select Accomplishments:**

- Completed a **\$25 million electric sub-station project** and participated on the City's bond team
- Reorganized the new City Electric Utility
- Completed a **\$1.6 million Veterans Memorial project** within schedule and budget by working with a citizen design committee
- Directed staff in the **development of a comprehensive Capital Improvement Program** that reflects all projects to ultimate build-out of the City (\$1.6 billion)
- Coordinated City regional projects with **Caltrans, Western Riverside Council of Governments, and the Riverside County Transportation Commission**
- Completed a **\$10 million regional soccer facility** (synthetic turf)
- **Renegotiated the City's Solid Waste contract** resulting in enhanced services and full indemnification under AB 939 without additional costs to the City



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### **Director of Public Works | City Engineer**

2001 – 2006

City of Pomona | CA

Supervised the Public Works Department of 97 professionals, which included Administration, Engineering, Development, Traffic, Capital Improvement Projects, Streets, Stormwater, Graffiti Abatement, Facilities Maintenance, Building and Safety, and City Communications.

#### **Select Accomplishments:**

- Developed a comprehensive Capital Improvement Program
- Developed a bond issue with Gas Tax proceeds to complete **\$10 million worth of street rehabilitations and improvements**
- Completed **\$2 million White Avenue beautification** project fronting the L.A. County Fairgrounds
- Established and implemented the City's Graffiti Abatement Program that improved removal time to 24 hours

### **Director of Public Works | City Engineer**

1996 – 2001

City of La Quinta | CA

Managed the Public Works Department of 20 professional, technical, and clerical staff. This included Administration, Engineering, Development, Traffic, Capital Improvements and Street Maintenance.

#### **Select Accomplishments:**

- Coordinated the development and implementation of La Quinta's **first Development Impact Fees**
- Updated the City's \$800,000/year Lighting and Landscape Assessments to conform to Proposition 218
- Completed a **\$500,000 community pool and locker room/office facility project** within schedule and budget utilizing the design/build process
- Completed a **\$20 million assessment issue** and coordinated the construction associated with the assessment for public sewers, street improvements, and a downtown beautification project

### **Director of Public Works | City Engineer**

1991 – 1996

City of Chino Hills | CA

Held multiple positions while serving the City of Chino Hills. Was the first Director of Public Works/City Engineering when the city was incorporated in December 1991. Established and directed the Public Works Department of 40 employees (not including consultants) under six divisions. These divisions included Administration, Engineering Design and Development, Traffic and Roads, Water, Sewer, Drainage, Utility Operations, and Facilities/Vehicle Maintenance and Operations. From 1992 - 1993, the Parks and Landscape Maintenance Division (1972 Lighting and Landscape Act) was also under his direction including a Parks and Landscape Manager and 15 employees.

#### **Select Accomplishments:**

- Completed the **\$10 million extension** of the ultimate improvements to Chino Hills Parkway from Carbon Canyon Road (SR142) to the 60 freeway in Pomona
- **Developed the first Public Works Department** for the City of Chino Hills after Incorporation
- Supervised a **\$13M/year Water Utility operational budget** for the City
- Developed the **first Pavement Management System** for Chino Hills
- Developed and Streamlined the Final Map and Developer Entitlement process

### **Public Works Engineer II / Project Engineer III**

1986 – 1991

County of San Bernardino/Special Districts

### **Municipal Engineer**

1983 – 1986

Westmoreland, Washington, Somerset, and Alleghany Counties in South Western PA





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**E D U C A T I O N**

Masters  
Civil Engineering/ Engineering Mechanics  
California State University Fullerton  
Fullerton, CA

Bachelors of Science, Civil Engineering  
Chung Yaun University

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

CA Registered Professional Structural  
Engineer  
No. S3173

CA Registered Professional Civil Engineer  
No. C33484

*International Code Council | 858283*  
ICC Building Plans Examiner

## **Oliver Roan, SE**

### **CA Registered Professional Structural Engineer**

Oliver possesses over 30 years of plan review and structural engineering experience bringing a considerable depth and knowledge to all projects. He has provided plan review services for a variety of commercial, industrial, and residential building designs in conformance with the California Building Codes, City of Los Angeles Building Codes, and County of Los Angeles Building Codes. His structural design and project management experience includes various low to mid-rise commercial, industrial, and residential buildings using wood, masonry, steel, and concrete construction.

He is a registered Structural and Civil Engineer in the State of California, and is an ICC Certified Building Plans Examiner. His background has provided him with the knowledge of city engineering policies and procedures, which is a proven asset when providing technical assistance to engineers, architects, contractors, city personnel, and the public.

Oliver has a strong work ethic, is detailed oriented, and enjoys both project teamwork and working independently. He is extremely skilled with the insight required for the successful completion of projects.

#### **P R O J E C T S P E C I F I C E X P E R I E N C E**

##### **Civil & Structural Engineer | Plans Examiner**

2012 - Present      Interwest Consulting Group | CA

Provides plan review services for commercial, industrial, and residential projects for municipalities.

##### **Engineer Consultant**

2010 - 2012      Various Clients | CA

Provided contract engineering services for plan checking, building design, land-use and construction management for various residential alteration, addition, and commercial tenant improvement projects.

##### **Principal Civil Engineer**

2008 - 2009      City of Newport Beach | CA

Managed the City's Building & Safety Department plan check staff providing technical and code support to the staff and customers. Performed plan check services on complex projects. Participated in the development of the Department Standard Operation Procedures by preparing reports and letters.

##### **Principal Civil Engineer**

2008      City of Tustin

Supervised the Building Division and Community Development Department plan check staff in permit counter and plan check services. Responsibilities additionally included assisting inspectors in resolving field issues and the coordination of professional consultant work. Attended Planning Design Review meetings as the division representative.

##### **Structural Engineer | Supervisor**

1989 - 2008      City of Los Angeles | CA

Responsible for the management of plan check and permit services of San Pedro Branch Office. Provided technical advice to City staff in addition to



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homeowners, engineers, architects, and construction communities. Responsible for the plan check services of various major structures and complex commercial and residential building design. Served as Plan Check Supervisor and Department Preliminary Plan Check Engineer providing technical advice to the design communities for various projects for the Metro Office.

**Structural Engineer Consultant**

1979 - 1989                      Various Consulting Firms | CA

Responsible for structural design and project management of various multi-level heavy commercial, industrial and residential buildings. This included a nine-story medical office building with concrete pan joist construction, crane runway steel metal buildings, shopping centers, warehouses, retail centers using concrete tilt-up or masonry construction, mini-storage warehouses using cold formed and composite steel construction, churches, gymnasiums, schools, town homes, tract houses, and custom mansions with timber construction.



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**EDUCATION**

Associate in Arts  
Building Inspection Technology  
Coastline Community College

Various courses  
California State University, Los Angeles

Emergency Management  
California Specialized Training Institute

**REGISTRATIONS  
CERTIFICATIONS**

**International Code Council | 822420**  
ICC Certified Building Official  
ICC Residential Plans Examiner  
ICC Combination Inspector  
ICC Building Inspector  
ICC Electrical Inspector  
ICC Mechanical Inspector  
ICC Plumbing Inspector  
ICC Combination Dwelling Inspector  
California – Safety Assessment Program

## **Gilbert Petris Jr., CBO, ICC**

**Chief Building Official | Plans Examiner | Building Inspector**

Gilbert brings over 35 years of building official, plan reviewer and building inspection experience. His progressive and extensive knowledge of the building industry and municipal organizations translates to efficient and effective services to our clients.

He served 23 years at the City of Signal Hill with his most recent work as their building official managing all administration and day-to-day operations of the building department. He gave special attention to developing and implementing several new procedures and processes that resulted in a more streamlined and organized approach to plan review, inspections, budget and inter-department functions. His role also required close collaboration with City Council, public works, planning and community development staff.

Gilbert is an excellent supervisor and communicates effectively with co-workers, architects, engineers, property owners, and the general public, both verbally and in writing. He is known for his patience and intelligence, and ability to advise and interpret building codes and standards from small to complex projects. These qualities deliver strong results when managing a building department.

### **PROJECT SPECIFIC EXPERIENCE**

#### **Building Official**

2013 - Present      Interwest Consulting Group | CA

Serves Southern California clients in the capacity of building official managing all aspects of the building department; including timely plan reviews, thorough inspections, accurate permit issuance and other administrative duties.

#### **Building Official**

2010 - 2013      City of Signal Hill | CA

Managed all aspects of the building department including; budget, plan reviews, inspections, fee calculations, building processes, oil field services, staff mentoring and management. Conferred with architects, contractors, builders, oil operators and the general public in the field and office; explained and interpreted building requirements and codes to ensure compliance. Oversaw field inspections of industrial, commercial and residential buildings during all stages of construction to confirm compliance with all codes and regulations of the city, county, state and federal agencies. Collaboratively worked with City Council members and all department heads. Attended City Council and Planning Commission Meetings.

#### **Principal Building Inspector**

1990 - 2010      City of Signal Hill | CA

Responsible for Building Official duties including managing the budget, fee calculations, plan checks and plan check processing, oil field inspections and other various duties at the City of Signal Hill. As a principal building inspector he performed complex inspection duties in several trade specialties such as structural, electrical, mechanical, plumbing and finish trade areas; ascertained conformance to the California building, plumbing,





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mechanical and electrical codes, and pertinent provisions of State and County health, environmental and oil code ordinances. Conducted field review of plans and specifications; ensured proper installation of complex building systems. Assisted in zoning, general land use and code enforcement inspections.

Participated in Housing Rehabilitation Program activities; conferred and provided technical assistance to home owners; performed inspections and identified deficiencies. Conferred with architects, contractors, builders, oil operators and the general public in the field and office; explained and interpreted requirements and restrictions; issued permits for work to be performed; provided technical assistance to other department staff.

**Building Inspector/Public Works Inspector**

1981 - 1990                      City of Los Alamitos | CA

Performed skilled inspection work to building, housing, zoning, mechanical, plumbing and electrical codes and regulations governing new and existing buildings and housing construction remodeling, repair and use. Inspected the methods and practices for the installation of structural components, fire and life safety features and systems, electrical plumbing and electrical systems. Inspected excavation drainage systems.

Answered inquiries and maintained records of inspections activities. Made pre-site inspections for permit applications and coordinated inspections with other agencies and organizations. Inspected mobile homes and mobile home parks. Responsible for repair and maintenance of all City streets, buildings and parks.



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**E D U C A T I O N**

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

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

CA Registered Professional Engineer  
No. 37948  
NV Registered Professional Engineer  
No. 18414  
ID Registered Professional Engineer  
No. 14808  
UT Registered Professional Engineer  
No. 8314715-2202

**International Code Council | 1999**  
ICC Certified Building Official  
ICC Building Plans Examiner

**Tom Campbell, PE, CBO, ICC**  
**CA Registered Professional Civil Engineer**

Tom has nearly 40 years of experience in the industry and has participated at the highest level in developing and disseminating the building codes with 15 years in management of ICBO's Education Program. He led and directed work assignments relating to the development of technical publications based on the UBC, IBC and IRC for use in classroom training of architects, engineers, inspectors and code regulators. In addition, Tom delivered classroom instructional material to code enforcement personnel, architects, engineers and contractors, and was a staff liaison and ICBO representative to one of five code development committees charged with developing the 2000 International Building Code.

His experience in the industry includes four years in the evaluation of new building materials and methods of construction; six years in the design, detail and plan review stages of industrial, commercial and residential structures; and over two years instruction of fundamental building design to graduate and senior level college architectural students.

**P R O J E C T   S P E C I F I C   E X P E R I E N C E**

**Supervising Plan Review Engineer**

2006 - Present                                      Interwest Consulting Group | CA

One of our longest standing Building and Safety professionals, Tom's key role is as engineer and lead plans examiner, performing comprehensive plan review and client relations services for Southern California.

**Senior Staff Engineer**

1985 - 1986 | 2004 - 2006                      International Code Council | CA

Reviewed technical test reports and prepared evaluation reports on the provisions of the ICC model codes. Developed test standards for products not in compliance with ICC codes.

**Acquisition & Development Technical Engineer**

2002 - 2004    International Code Council | CA

Developed, reviewed and recruited authors for technical publications for ICC model code compliance.

**Education Programs Manager**

1988 - 2002    International Conference of Building Officials

Supervised and directed support and technical staff of 15, established and maintained department budget, and scheduled training programs throughout the US and internationally.

**Engineer**

1980 - 1985    Fred Ashton & Associates | CA

Performed structural design and details of industrial, commercial and residential structures, coordinated structural design with architects, and supervised draftsman.

**Lecturer**

1980 - 1985    California State Polytechnic University

Developed curriculum for and instructed graduate and senior level architectural students in various aspects of structural design.



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**E D U C A T I O N**

BS, Civil Engineering  
California Polytechnic University  
Pomona, CA

University California Irvine  
Management of Hazardous  
Materials Certificate

AA, Architectural Drafting  
Los Angeles Trade Tech

California State University Long Beach  
Long Beach, CA

California State University Fullerton  
Fullerton, CA

Continuing Education in Building Codes,  
Structural Engineering &  
Performing Codes

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

CA Registered Professional Engineer  
C31619

NV Registered Professional Engineer  
019497

**International Code Council | 806772**

ICBO/ICC Certified Building Official  
ICBO/ICC Building Plans Examiner  
Certified California Access Specialist  
CASp-258

**A W A R D S**

City Manager's Award for Outstanding  
Engineering Contribution  
City of Irvine, 1991

Certificate of Accomplishment, City of  
Irvine Chief Building Official for  
Outstanding Accomplishment  
City of Irvine, 1994

## **Tony Dormanesh, PE, CASp, CBO**

**CA Registered Professional Civil Engineer**

**Certified Access Specialist**

**Certified Chief Building Official**

Tony brings decades of Southern California knowledge and experience to the jurisdictions we serve. Tony spent 31 years in the City of Irvine with 20 years in the Department of Public Works and the Department of Community Development as a Senior Engineer. During this time, he also served as the Acting Building Official for the City of Morgan Hill.

Tony has 16 years of experience as a Principal Engineer Certified Inspector and has worked as a Code Consultant. He is licensed in the States of California and Nevada and is an ICC Certified Building Official and Plans Examiner.

Tony's background and familiarity with the design process keeps his plan review skills sharp and insightful. His positive and personable attitude and willingness to help make him a valuable addition to any project team.

**P R O J E C T S P E C I F I C E X P E R I E N C E**

**Supervising Plan Review Engineer | Project Manager | Building Official**  
2008 - Present      Interwest Consulting Group

Building Official, Plan Review Engineer and performs management oversight and comprehensive plan review for various jurisdictions, including Irvine and Lake Forest.

**G E N E R A L E X P E R I E N C E**

- 16 years of experience as a Principal Engineer Certified Inspection and Code Consultant
- Acting Chief Building Official for the City of Morgan Hill
- 20 years as a Senior Engineer for the City of Irvine Public Works and Community Development Departments; responsible for a large percentage of Irvine high-rise project management from inception to completion
- 3 years experience Public Works construction surveyor experience for the City of Garden Grove; Multiple road widening projects
- 4 years structural design experience Bristol Industry.
- Private structural design 39 years.

**S A M P L E P R O J E C T S**

- **Edward's Theaters Complexes:** at the Cities of Paramount, Irvine and Norwalk
- **Irvine Spectrum Entertainment Center:** 900,000 square feet, 47 acres grading and building plan check
- **Koll Center Irvine:** 6-story, high-rise building, with over 1,500,000 square feet and post-tensioned parking structures
- **Jamboree Center Irvine:** 2,000,000 square feet high-rise building; provided grading and building plan check
- **UCI Center:** 500,000 square feet of retail, office and entertainment space. Developed computerized plan check project for the City of Irvine.





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**E D U C A T I O N**

Master of Science  
Civil & Structural Engineering  
University of Illinois  
Champaign, IL

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

CA Professional Civil Engineer | 47213

*International Code Council | 5123683*  
ICC Building Plans Examiner

## **Chandra Desai, PE**

### **CA Registered Professional Engineer**

Chandra has more than 30 years of experience in structural engineering, which includes design of structures for residential, commercial and industrial facilities. He has designed steel and concrete structures for nuclear, petro-chemical and gas plants. His experience also includes more than 15 years of plan checking for the County of Riverside for engineering and non-structural plans for all types of buildings.

Chandra has a calm, diplomatic management style where he concentrates on the complicated task at hand resolving issues and solving problems quickly and easy to the satisfaction of all parties involved.

### **P R O J E C T S P E C I F I C E X P E R I E N C E**

#### **Plan Check Engineer**

2014 - Present      Interwest Consulting Group | CA

Chandra serves a variety of clients on a contract basis providing comprehensive plan review services. His recent projects include several industrial tilt-up buildings in Mira Loma, track homes for various developers, and the Racetracks in Palm Springs. Performed Electronic Plan reviews for City of Santa Clarita and Pomona.

#### **Plan Check Engineer**

1999 - 2014      County of Riverside | CA

Responsibilities included plan review for residential, industrial, commercial and miscellaneous structures for both engineering and non-engineering issues. Worked with outside engineers, architects and other consultants to coordinate and resolve plan review related issues to expedite permit processing and field problem resolution. Helped junior engineers, inspectors and front counter staff to resolve any code related issues.

#### **Principal Engineer**

1980 - 1983      Parsons Corporation | CA  
1987 - 1999

Responsibilities included design of steel and concrete structures for petro-chemical plants, gas plants and industrial facilities. Prepared and checked structural design calculations, cost estimates and construction drawings. Extensive use of in-house computer programs and other structural programs in preparing calculations and drawings. Supervised four to six junior engineers and CAD operators in producing construction documents. Prepared cost estimates and man-hour estimates for future and ongoing projects.

#### **Senior Engineer**

1983 - 1987      Sargent and Lundy | CA

Work included design of steel and concrete structures for nuclear power plant buildings. Prepared structural calculations for reinforced concrete and steel structures for reactor building and auxiliary building per NRC requirements. Worked on job site for two years to resolve construction problems and coordinated field activities.



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**E D U C A T I O N**

Masters of Science  
Engineering Science &  
Management,  
California Polytechnic State  
University Pomona, 1981

Bachelor of Science  
Electrical Engineering  
Tehran Poly Technique/Amir Kabir  
University, 1971

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

CA Registered Mechanical Engineer  
No. 27117

CA Registered Electrical Engineer  
No. 11588

## **Hossein Afrouzeh, ME, EE**

**CA Registered Professional Mechanical Engineer  
CA Registered Professional Electrical Engineer**

Hossein is a licensed electrical and mechanical engineer with a rich background in the industry, including over 10 years of construction experience and over 35 years of design, construction management support experience, and plan review engineering. He is a well-rounded project leader with strong interpersonal and communication skills with ability to lead a design team of Electrical, Mechanical, and Plumbing engineers to adhere to the client and code requirements. He is familiar with the preparation of contract documents for mid-rise multi-residential, commercial, industrial, and educational buildings, and he has been responsible for the electrical system design for many projects from inception to completion including construction administration and commissioning of medium voltage power distribution systems, substations, lighting and power, fire alarm, and security systems.

Hossein is organized and proactive, ensuring that projects are always moving forward. He is able to multitask and manage several projects at varying levels of development, and has the intuitive problem solving skills to identify project issues and bring them to resolution quickly and effectively. Hossein has the interpersonal and communication skills to keep the client and design community apprised of a project's status, and he is able to work in a complex technical environment, understanding and interpreting the impact of changes. His wealth of experience and breadth of expertise make his a true asset to any City.

### **P R O J E C T   S P E C I F I C   E X P E R I E N C E**

#### **Senior Mechanical, Electrical & Plumbing Plan Review Engineer**

2015 - Present      Interwest Consulting Group | CA

Plan reviewing for Mechanical, Electrical, Plumbing, and Energy Engineering for some of the state of California cities such as Long Beach, Pomona, Tustin, Corona, Rossville, Lake Forest, Monterey Park, Irvine, Fresno, county of Napa, and city of Sanger. Projects include midrise Residential and Hotels with subterrain parking garages, manufacturing facilities, wineries, industrial facilities including hazardous areas, shopping centers, private medical facilities, private schools, Port of Long Beach Pier and Terminal facilities including medium voltage distribution system, pump station projects and administration buildings, midrise office buildings, oil and gas facilities, regular shell and TI for various facilities, restaurant and fast food entities, retails and grocery stores.

#### **Lead Senior Electrical Peer Review Engineer**

2013 - 2015      FTRNV. International / SBG Jeddah | CA

In this position, Hossein was in charge of reviewing and commenting on documents and specifications prepared by design consultants, as well as final construction documents and shop drawings prepared by contractors. He provided technical comments for implementation within the package before submitting them for construction. He was additionally responsible for the review and verification of electrical loads of manufacturer material submittals for HVAC and plumbing systems; review of medium and low voltage distribution systems single line diagrams for normal and





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emergency networks; review and verification of medium voltage switching stations, substations, and transformer rooms for physical layout and code compliance; review of project cable tray systems for low and medium voltage distributions; review of overall lighting and power distribution systems; prepared technical report for project surge protection device and lighting requirements to implement; prepared method statement for construction procedures and sequence of events for medium voltage switchgears and transformers for site construction crew to follow; preparation of systems voltage drop, short circuit and coordination system with Schneider Eco dial and ETAP software; review of overall system for constructability and provided with required refinements; periodic construction site visits for general; QA/QC and coordination.

#### **Principal & Director of Operations**

1987 - 2013                      Procedure Engineers, Inc. | CA

He was responsible for the preparation of proposals for MEP engineering fee per architectural design development package and required scope of work; preparation of contract and negotiation with client; attending kick-off meeting with client and project team to refine scope of work and overall project time line; review required electrical system design and set up procedure and general guide line for assigned engineer to follow; review and plan check of prepared electrical drawings for code compliance, project requirements and specification; quality control and quality assurance of all MEP drawings or general conformity and coordination with all disciplines; attending progress meetings with client and other project team for coordination and scheduling; supervising of preparation of final project construction documents and bid package and helping client during bid; periodic site meeting for conformity of construction with contract documents; preparation of in-house procedure and guide lines for QC and QA; general over view of company personnel requirements including hiring and lay-offs; projects cost control and monitoring based on man-hour used on a bi-weekly basis; project scheduling, project management and day-to-day operation of team of engineers and designers; preparation computer software for basic electrical calculations.

#### **Electrical Department Manager**

1984 - 1987                      Malcolm Lewis Associates | CA

In this position, he was responsible for providing man-hour estimates for electrical system design for all potential projects; attending project start-up meeting; preparation of design guide and general design development sketches for electrical designer to proceed with design; day to day supervising of electrical design team and coordinating design progress with other disciplines; attending client progress meeting and coordination with other design team; plan check electrical design package for code conformity and against other disciplines drawings for electrical requirements; prepare and update department design guide lines and procedures; review design drawings and construction documents for construction codes compliance and governmental regulations; project scheduling and project management.





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### **Electrical Engineer & Department Deputy**

1981 - 1987                      Elliot Group | CA

For this architectural and engineering company, Hossein was in charge of the preparation of preliminary, conceptual, design development and working drawings for mostly commercial and industrial buildings. He also reviewed and commented on electrical designer's drawings for code conformity and scope of work. He was the electrical project manager for governmental projects and performed site investigation for existing electrical system for new renovations. He met with clients to discuss project progress in different design stages for their review comments and preparation of required answers. He also assisted the Department Manager with day to day issues and providing with required solutions, and trained electrical designers with new code requirements and electrical calculations.

### **Technical Director & Construction Site Liaison**

1973 - 1979                      Modern Osloob | CA

While he was with this construction company, he was responsible for the review of MEP construction documents for major equipment for project construction cost estimates; the preparation of bid submittal for presenting to board of directors for approval and submit to government agencies; attending Bid opening meetings and processes; attending to contract award ceremony for getting to know all construction team players and client representative; the preparation of equipment and material submittals and submit to consultant for approval; ordering approved equipment with opening letter of credit with manufacturers which were mostly Europe and USA; the approval of requested purchase order from construction site per drawings and spec and material tracking; attending weekly construction progress meeting with all team players and client; construction site visit and verification of work in progress per design drawings and spec; preparation of monthly pay request per work done and review with client representative for approval; the preparation of required RFI's and process through proper channels and follow up for final direction; the preparation of punch list for closing of the project and check for required corrections; finalizing of the project and hand over to user groups of client.



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**REGISTRATIONS  
CERTIFICATIONS**

Council of American Building Officials -  
Certified Building Official

**International Code Council | 812037**  
CABO Certified Building Official  
ICC Building Inspector

## **Tom Hartung, CBO, ICC**

### **Certified Chief Building Official**

Tom brings over 25 years of expert experience in Building & Safety department administration. His experience includes budget preparation, personnel mentoring and supervision, contract negotiations, department management, procedures and project management.

Having served as the Building Official in the City of La Quinta for more than 20 years, he is intimately familiar with local and regional agencies and brings a strong background in managing municipal building departments. Complimenting Tom's decades of experience is his ability to effectively communicate and collaboratively work with contractors, engineers, developers and the public with what can sometimes be complex issues relating to development and building issues.

#### **PROJECT SPECIFIC EXPERIENCE**

##### **Building Official**

2013 - Present      Interwest Consulting Group | CA

Tom is responsible for serving various clients through the effective delivery of Building and Safety Services, including the establishment of timely and thorough plan review, permitting and inspection policies and procedures in the most efficient manner.

##### **Building Official**

1993 - 2012      City of La Quinta | CA

Tom was responsible for all department administration, staffing and budget management of entire building department staff, including the daily management of all plan reviews, inspection services and permit technician processes. Tom worked closely with all City departments to establish effective processes.



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**EXPERTISE**

Plans Examination  
Code Interpretation  
Construction Concept | Scope  
Project Management  
Code Enforcement

**EDUCATION**

A.A. in Civil Engineering |  
Saddleback Community College, 1981

**CERTIFICATIONS**

*International Code Council | 879908*  
ICC Building Plans Examiner  
ICC Building Inspector

## **James Northcutt**

### **ICC Plans Examiner & Building Inspector**

With over 30 years of experience, James and Plans Examiner Professional, has an extensive record of successfully reviewing all phases of highly-complex construction projects. James has served various positions with the City of Irvine throughout his career. Accomplished in all duties, including plan review and approval, regulatory compliance, code interpretation, code enforcement, and project acceptance.

#### **PROJECT SPECIFIC EXPERIENCE**

##### **Plans Examiner**

2015 - Present

Interwest Consulting Group | CA

James provides plans examination reviews for various Central Valley and Southern California jurisdictions.

##### **Plans Examiner**

1994 - 2014

City of Irvine | Irvine, CA

James provided information to architects, engineers, contractors, homeowners and developers regarding Building Codes, Local Codes and State Codes including Title 24 handicap and energy requirements. He plan checked and approved room additions, patio covers, solar installations, spa installations, and all tenant improvements plans including high rises in compliance with City building codes and standard plans, State Codes and California Building Codes.

##### **Street Lighting Specialist**

1988 - 1994

City of Irvine | Irvine, CA

James supervised and maintained the City's street lighting and landscape maintenance districts; develop and administer the districts budgets; Updates annual assessment land use codes and parcel information; prepare and present engineer's reports and related staff reports to City Council and Finance Commission.

##### **Plan Check Technician**

1986 - 1988

City of Irvine | Irvine, CA

James provided plan check and approval statuses to room additions, spa installations, and patio covers in compliance with City Building Codes, State Codes and Uniform Building Codes.

##### **Engineering Technician**

1985 - 1986

City of Irvine | Irvine, CA

James performed routine review of tract maps, parcel maps, grading plans, landscape plans; check improvements plans for general conformance with City Standards. Assisted in development and review of design policies and standards.

##### **Engineering Aide III**

1981 - 1985

County of Orange | Orange, CA

James was a draft man for grading, bike trails, street improvement plans, storm drains, and other County projects using Intergraph CAD system;

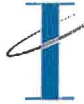




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design, draft and write construction specifications for minor County funded projects.



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**EDUCATION**

Aviation Electrician's Mate,  
U.S. Navy, 1975-1977

GED, Southport High School,  
Southport, IN, 1975

**REGISTRATIONS  
CERTIFICATIONS**

**International Code Council | 52111414**

ICC Commercial Electrical Inspector

ICC Electrical Plans Examiner

ICC Building Plans Examiner

**AFFILIATIONS**

Board Member, Plumbing and  
Solar/Alternative Energies Advisory Board,  
College of the Canyons,  
Santa Clarita, CA

## **Wayne Webb, ICC ICC Building Plans Examiner**

Wayne has over 25 years of industry experience relating to electrical, mechanical and plumbing systems. He is familiar with all MEP requirements and the complexities of code compliance including Title 24 codes. He has worked with and within municipalities, filling both the City employee and consultant role, and has cultivated a productive approach that balances a commitment to compliance with all City requirements and a partnership with the design community.

Having started as an inspector, Wayne brings field experience and hands-on expertise to his plan reviews. He has a solid work ethic and prides himself on providing excellent customer service, working closely with the client and the general public to ensure a thorough plan check that satisfies all parties.

### **PROJECT SPECIFIC EXPERIENCE**

#### **Plans Examiner**

2015 - Present	Interwest Consulting Group
2008 - 2015	City of Santa Clarita
2007 - 2008	JAS Pacific

Wayne performed municipal building, electrical, mechanical, plumbing, and energy plan reviews for compliance with Title 24 Codes. His responsibilities included the review of all commercial projects for new building, tenant improvements, additions, remodels, etc. for compliance. Projects ranged from small kiosks at the local mall to a multi-million-dollar firm restoration and storage facility. In this position, Wayne gained experience in reviewing projects for OSHPD-3 compliance with MEP requirements. He also assisted in local code adoptions and helped to establish plan check policies.

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

2003 - 2007	Town of Prescott Valley, AZ
-------------	-----------------------------

Wayne started with the Town as a Building Inspector. His duties included combination inspections on all aspects of residential and commercial construction. After 6 months, he was promoted to plans examiner. His responsibilities then included examination of residential and commercial construction documents and plans for compliance with the adopted Codes of the Town of Prescott Valley. Projects ranged from single family homes to 200,000 square foot hospitals to 6,500 seat arenas.

#### **Project Manager, Estimator, Field Superintendent**

1999 - 2002	East-West Electric, Inc., FL
-------------	------------------------------

Wayne estimated, managed, and worked as a working Foreman on Electrical installation for Commercial, Industrial, and Retail Projects including complete electrical systems, fire alarm systems, and all related control systems with up to 18 electricians working under his supervision. He worked on light engineering, basic enclosed conduit systems for fire alarm, nurse call, duress, telco, and lighting control, using Notified Fire Systems, Simplex Fire Systems, and Tek-Tone Nurse Call Systems. Projects included Jett Blue Estates; a Custom Celebrity Home in Ocala, FL; Tiffany Jewelry Store; Blue Martini Night Club; and many more.



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**Assistant Golf Professional**

1997 - 1999                      Countryside Country Club, FL  
Golf instruction, retail pro-shop duties, tournament play.

**Lead Journeyman Electrician**

1996 - 1997                      Canyon State Electric, FL  
Wayne supervised and performed installations with up to 12 electricians working under his direction. He installed energy management system components. Projects include Home Depot, OfficeMax, PetCo, and Ross.

**Lead Journeyman Electrician**

1995 - 1996                      Helix Electric, Inc.  
Wayne supervised and performed installations of complete conduit systems for Nurse Call, Duress, Fire Alarm, Telco, and electrical systems with up to 25 electricians working under his supervision. He installed and terminated Dome lights and pull cords as well as intercom systems, and supervised complete electrical and call systems for an Ambulatory Surgery Center. Other projects include Sunset Galleria Mall (fiber optic lighting installation), and a Levi-Strauss Distribution Center (control systems, conduit and wire with all terminations and testing systems).

**Owner/Operator**

1989 - 1995                      Webb Electric  
Wayne operated a small electrical contracting company in Santa Fe, New Mexico, performing high-end residential and light commercial installments.





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**E D U C A T I O N**

Graduate of Supervisor Academy of  
Riverside County

Graduate of Management Academy of  
Riverside County

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

*International Code Council | 1100110*

ICBO Building Inspector

ICBO Mechanical Inspector

ICBO Plumbing Inspector

ICBO Plans Examiner

ICBO Residential Combination Inspector

ICC Commercial Building Inspector

ICC Commercial Mechanical Inspector

ICC Commercial Plumbing Inspector

ICC Commercial Plans Examiner

ICC Residential Combination Inspector

Licensed General Contractor

## Barry Lewis

### Senior Plans Reviewer | Senior Building Inspector

With more than 40 years of on-the-job construction trade experience, Barry has worked in local government since 1998. He has successfully coordinated and scheduled a wide range of residential, commercial, and multi-family projects including major seismic retrofits in Los Angeles and San Francisco. He is a meticulous plans examiner. From 2004 to 2013, Barry reviewed all the commercial building projects in non-incorporated Riverside County including a \$100 million expansion to the Desert Hills Premium Outlet stores in Cabazon.

Barry is known for his resourcefulness in solving problems and maximizing results, his ability to balance long range vision with attention to detail, and his efficiency in promoting a positive and productive work environment.

### PROJECT SPECIFIC EXPERIENCE

#### Plan Reviewer | Building Inspector

2013 - Present Interwest Consulting Group | CA

Barry serves a variety of clients on a contract basis providing comprehensive plan review and building inspections.

#### Plans Examiner | Building Inspector

1998 - 2013 County of Riverside | CA

As a plans examiner he reviewed residential, multi-family, housing tracts, hotel, commercial and industrial projects. He reviewed all the commercial building projects checking plans and recommending changes regarding life safety items, Type V structural, mechanical, electrical, and plumbing insisting on conformance to model codes and regulations. He regularly consulted with architects, engineers, and other interested personnel regarding structural, safety, and code requirements of building design. As a field inspector, he inspected work during progress to determine the use of authorized materials and methods and ordered corrections if work was found to be in violation of standards.

#### Owner

1977 - 1998 Lewis Construction | CA

Selected, hired, trained, supervised and scheduled a staff of 15 employees in the pursuit of building new homes, apartment buildings and condominiums. Managed projects from start to finish, reviewed plans and developed schedules with architects, contractors and sub-contractors.

#### Notable Projects:

Abbott Laboratories

Bailey Winery

Big O Tires Distribution Center

Callaway Winery

Cougar Winery

Desert Hills Premium Outlets

Doffo Winery

Double Tree

Five Guys

Food For Less

In-N-Out

Kavo Kerr

La Quinta Brewery

Longshadow Ranch Winery

Lucent Technologies

Lumber Liquidators

McDonalds

Miramonte Winery

Montessori School

Ponte Winery and Hotel

Robert Renzoni Vineyards & Winery

South Coast Winery Resort & Spa

Wilson Creek Winery & Vineyards



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#### **E D U C A T I O N**

AA, Physical Geography  
Fullerton College  
Fullerton, CA - 1997

U.S. Coast Guard Training Center  
Yorktown, VA - 1988

Navy Fleet Training Group  
San Diego, CA - 1987

U.S. Coast Guard Training Center  
Cape May, NJ - 1986

#### **R E G I S T R A T I O N S C E R T I F I C A T I O N S**

*International Code Council | 5009643*

ICC Certified Building Official  
ICC Certified Building Code Official  
ICC Building Inspector  
ICC Plumbing Inspector  
ICC Electrical Inspector  
ICC Mechanical Inspector  
ICC Building Plans Examiner

Post-Disaster Safety Assessment  
Combination Inspector

CALBO Emergency Preparedness  
Committee Member

## **Van Wilfinger, CBO**

### **Certified Chief Building Official**

Van brings more than 30 years of construction and operations experience, as well as 18 years of industry experience in the areas of plan review, field inspection, and building administration for a variety of jurisdictions in California and Nevada. He is known for his ability to efficiently and methodically review plans for a variety of projects according to all applicable building laws, ordinances, and regulations. His certifications coupled with his extensive work experience give him added depth and knowledge on the most current building regulations, resulting in thorough and complete plan reviews for our clients. He is very active within industry associations and utilizes his on-going education to continually enhance and improve the level of service we provide to our clients.

Van is known for his energetic leadership style and ability to efficiently multi-task on projects. He is also quick in assessing situations and creating solutions at the front counter, behind the scenes, and during site inspections.

#### **P R O J E C T   S P E C I F I C   E X P E R I E N C E**

**2006 - Present                      Interwest Consulting Group, Inc.  
Building Official, Senior Plans Examiner, Senior Building Inspector**

- **2014-2016                      Ventura County, High Desert, and Eastern Sierra communities  
Building & Safety Services Manager- Northern LA County**

- **2015-Present  
Assistant Building Official - Contract Services**

Plan review coordination and staff support for City of Santa Clarita Building & Safety Division. Responsible for coordination and training for four associate engineers, three assistant engineers, as well as additional support staff.

- **2014                                      Southern CA – Contract Services  
Plan Review Manager**

Coordination and quality control of plan review services for approximately twenty-five Southern California client cities and counties. Responsible for training, coordinating, and oversight for seven plans examiners and plan review engineers, as well as two support staff.

- **2012- 2014                      Contract Services  
Building Official**

- **2008 - 2011                      City of Wildomar, CA  
Senior Building Inspector | Plans Examiner**

Van worked in the City of Wildomar for a number of years in different capacities performing plan review, inspection, and building department administration.

- **2007-2008                      Clark County, NV & Southern Nevada  
Building & Safety Manager**

Plan review services and processing serving Clark County in Southern Nevada.

- **2006-2007                      City of Long Beach, CA  
Senior Plans Examiner**

Performed non-structural and minor structural plan review for commercial and residential construction for multiple contract municipalities including the City of Long Beach.



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**2003 - 2006 Berryman & Henigar | Pleasanton | Santa Ana, CA  
Senior Building Inspector | Deputy Building Official**

Performed plan checks, inspection, and building department administration in the cities of Tracy and Laguna Niguel in Northern and Southern California, respectively.

**2003 Mono County | Bridgeport, CA**

**Building Inspector II/ Plans Examiner**

Residential and commercial plan check and building inspection serving communities of the eastern Sierra from Bishop to Topaz, California.

**1999 - 2003 Charles Abbott Associates | Torrance, CA**

**Combination Inspector**

Residential, commercial, and industrial building inspection serving communities of Mission Viejo and Dana Point, California; and Pahrump, Nevada.





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**E D U C A T I O N**

Leadership Academy,  
City of Corona  
Corona, CA  
2010

Organizational Leadership and  
Conflict Resolution Management  
Development Certificate  
2009

Construction Technology,  
Riverside Community College  
Riverside, CA  
2008

Rockhurst University  
Kansas City, MO  
2004

Associated Technical College  
1988

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

**International Code Council | 5050260**  
ICC Building Official  
ICC Building Plans Examiner  
ICC Building Inspector  
ICC Plumbing Inspector  
UPC Plumbing Inspector  
ICC Residential Electrical Inspector  
IAPMO Mechanical Inspector | 090505  
California OES Certified SAP Evaluator

**P R O F E S S I O N A L  
A F F I L I A T I O N S**

IAPMO Orange Empire Chapter Chairman  
International Code Council (ICC) National  
Member  
International Code Council (ICC) Orange  
Empire Chapter Member

## **Edward Cooke, CA-MI, CBO, ICC**

### **Certified Building Official | Building Inspector**

Ed is a Certified Building Official and Inspector with a wealth of knowledge and nearly 20 years of progressive experience serving municipalities in Southern California. His background includes plan checking, staff training, and supervision of inspection staff. Ed has also worked in the field as a construction superintendent, which provides him with a working knowledge of construction practices as well as interpretation of plans.

He is dedicated to maintaining his knowledge of building codes and construction practices by attending various training seminars and workshops. He brings hands-on experience with a proven record of maintaining a high standard of quality and productivity ensuring successful project completion.

Ed makes a solid contribution by developing firm partnerships with staff, developers, and the public to achieve the goals of our clients. He maintains a productive environment by conducting thorough inspections and delivering a high level of customer service in a professional manner. He is highly valued as a problem solver.

#### **P R O J E C T S P E C I F I C E X P E R I E N C E**

##### **Inspector Supervisor and Plans Examiner**

2010 - Present      Interwest Consulting Group | CA

Ed served the City of Costa Mesa as an Inspection Supervisor and the Cities of Pomona and Corona as Senior Inspector and Plans Examiner, further broadening his professional skills. Ed provides scheduling and training of City Inspection team in addition to performing inspections of residential and commercial projects of all sizes, including plan review as it pertains to each permit. Ed enforces all applicable State codes and City ordinances for each discipline as directed by plans. He also supervises schedules & workloads for inspection and permit staff; performs non-structural plan check for code compliance; and corresponds with the public & city staff on issues or tasks needed to fulfill department duties. Additionally, Ed provides continuing education for staff, public, contractors, engineers, & architects as-needed to provide guidance within code parameters.

##### **Building Inspector II**

2002 - 2010      City of Corona | CA

Ed handled inspections for all phases of residential and commercial projects. He performed plan check, permit issuance, front counter and corresponding, customer service, planning and public works assistance pertaining to building permits, and investigative processes for code enforcement of municipal codes and practices. Ed also trained staff and public on building codes, updates, and general information for successful project completion.

##### **Building Inspector I**

2000 - 2002      SFA & Associates | CA

Ed provided entry-level inspections under general supervision for residential and commercial permits. He enforced all State and City codes for compliance with approved plans.



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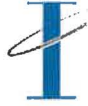
[www.interwestgrp.com](http://www.interwestgrp.com)

**Superintendent of Custom Homes Division**

1997 - 2000

Executive Plumbing, Heating & Air | CA

Ed installed plumbing for new structures including homes, tilt up buildings, and new tract model projects. Scope of work included project approval, plan drawings, product purchase, installation, completion of product, and customer service as needed. He coordinated with employees to complete projects as scope and contracts stipulated.



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CONSULTING**

**E D U C A T I O N**

Construction Technology  
Riverside City College  
Riverside, CA

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

***International Code Council | 5073719***

ICC Certified Building Inspector  
UBC Certified Building Inspector  
ICC Certified Combination Inspector  
ICC Combination Inspector Uniform Codes  
ICC Certified Electrical Inspector  
ICC Certified Mechanical Inspector  
UMC Certified Mechanical Inspector  
ICC Certified Plumbing Inspector UPC  
IAPMO Plumbing Inspector  
No. N90898  
IAPMO Mechanical Inspector  
No. N98804

## **Daniel L. McCance**

### **ICC Building Inspector**

Daniel is an ICC Certified Building Inspector and possesses over 11 years of experience providing building inspection services to various jurisdictions in Southern California. Daniel holds a vast number of ICC certifications and has a thorough understanding of the principles and procedures of record keeping and report preparation. He brings a wealth of hands-on and diverse knowledge in building inspections for both residential and commercial arenas.

Daniel develops solid partnerships with staff, developers, and the public to achieve the goals of the client. He maintains a productive environment by providing thorough inspections, maintains excellent communication and delivers a high level of customer service in a professional manner at all times.

### **P R O J E C T S P E C I F I C E X P E R I E N C E**

#### **Building Inspector**

2007 – Present

Interwest Consulting Group | CA

Perform inspection services of all phases of residential, industrial, commercial building, and accessibility inspection at various client locations. Clients include but are not limited to the cities of Pomona, Big Bear Lake, Perris, and San Jose.

#### **Building Inspector**

2002 – 2007

Willdan Engineering | CA

Performed Building Inspection services to various clients. Provided inspection for a variety of commercial projects, multi-unit tract homes, large custom homes, and tenant improvements.



**EXHIBIT "B"**

**RFP**



**Website:**  
[www.ci.beaumont.ca.us](http://www.ci.beaumont.ca.us)

**Address:**  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223

**Phone:**  
951.769.8520

# Request for Proposals for Building & Safety Plan Check Services

**Proposals Due By:**

12:00 pm  
April 4, 2018

**Contact:**

Rebecca Deming  
Community Development Director  
[rdeming@ci.beaumont.ca.us](mailto:rdeming@ci.beaumont.ca.us)  
951-769-8518

**RFP Available Online:**

[www.publicpurchase.com](http://www.publicpurchase.com)

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## Introduction

The City of Beaumont (“City”) Community Development Department requests written responses to a Request for Proposal (RFP) for selection of a qualified firm (“Consultant”) to provide Building & Safety Plan Check Services on behalf of the City’s Building & Safety Department.

The Consultant will be responsible for Building Plan review of structural, electrical, plumbing, mechanical, and disabled access. The City adopted and enforces the current California Building Codes with additional Municipal Code requirements for plan review of permitted residential and non-residential projects. The City is seeking qualified firms for enforcement of said codes.

The successful Consultant will have demonstrated expertise in plan review, turnaround time, and accurate corrections based on the current adopted codes.

## Background

Founded at the turn of the 20th century, Beaumont is proud of its rich history and rural charm. The town served as a welcome “stopping-off point” for early travelers making their way from the Mohave desert to Los Angeles, and later for L.A. residents eager to vacation in Palm Springs. Some, however, set down roots, drawn by the beautiful mountain vistas; clean, crisp air; and the abundance of cherry and apple orchards. The City is located in the western portion of Riverside County and is bounded on the west by Calimesa and unincorporated areas, on the north by the unincorporated County areas (Cherry Valley), on the south by unincorporated County areas and the City of San Jacinto, and on the east by the City of Banning. The land area within the City’s boundaries is approximately 26 square miles.

Beaumont provides the very best of rustic, rural beauty and charm, combined with the planned growth, abundant recreational opportunities, and rich community life offered by the finest Southern California cities. The progressive city of over 45,000 people, sits at 2,612 feet in elevation between Riverside and Palm Springs in the Inland Empire. The city contains 16 city parks, including a 20-acre sports park and a municipal pool, as well as an extensive trails system. The Beaumont School District, with 10 schools, has an outstanding reputation, and it ranks highly in the Pass Area. The city is rounded out with various local service clubs, a new state of the art community recreation center, a library, two four-star golf courses, and multiple churches.

The City interacts with numerous other government agencies, including but not limited to the California Department of Parks and Recreation, the California Department of Transportation, the County of Riverside, and the Santa Ana Regional Water Quality Control Board.

## The City Government

The Beaumont City Council is comprised of five Council members, each sharing equal voting powers on all items coming before the Council. Council members are elected to at-large





positions for four-year terms, with elections held in November of even-numbered years. The City Council meets annually to select one of its members to serve as Mayor and another to serve as Mayor Pro Tem for one year but no more than two consecutive years.

The City Council provides legislative and policy direction to the City Manager, who implements their decisions to direct the activities of the City. The City Council responds to issues and concerns of the community by allocating resources, developing policies, and formulating strategies that support the vitality and economic viability of the City. All of their decisions must be made at public meetings.

The City Council appoints the City Manager and City Attorney and members of all advisory boards, commissions, and committees. The City Council also serves as the Board of Directors for the Beaumont Financing Authority, Beaumont Utility Authority, Beaumont Conservation Authority, and Beaumont Successor Agency.

## Scope of Services

Consultant shall provide services as described in this Scope of Services and the manner in which they are performed will be in accordance with specific requirements of the City's Building Official.

1. Review Plans for compliance with applicable model codes
2. Review plans for compliance with any state or locally mandated regulations for energy conservation and disabled access.
3. Preparation of written corrections submitted to the City and applicant.
4. Recheck and approval of the final plans after all corrections have been incorporated in the plans.
5. Submittal of approved plans and supporting documents to the City.
6. Additional staffing services when so assigned or requested by the City's Building Official.

### Building Plan Review

Perform both structural and non-structural plan review of residential, industrial, and commercial buildings for compliance to all local ordinances and state code amendments that pertain to local enforcement of building and safety, and for compliance to the adopted California Building Code, Plumbing and Mechanical Code, and Electrical Code. The scope of review may be subject to the direction of the City's Building Official.

**State Energy Regulations**

Provide energy calculation review in accordance with the energy law requirements. Consultant will incorporate the proper documents in the plans for use by both the inspector and the builder, facilitating improved field regulations and quality of end product.

**State Noise Ordinance**

Provide checking to see that both interior (and exterior, when so directed by the City) noise intrusion are properly addressed by the designer and that the necessary assemblies provide the required degree of sound attenuation in accordance with State law. If noise contour maps are submitted, plan check as to whether or not the buildings are subject to such regulations.

**Federal Flood Plain Regulations**

The applicability of federal flood plain regulations shall be checked and addressed during the plan review stage. This alerts the developer at the earliest possible time in order for advance planning.

**Soils Engineering**

Respond to the critical nature of proper building pad and site design as they apply to proposed structures by anticipating potential problems and addressing them at the plan review stage. Consultant will review soils reports and verify implementation of their design recommendations and parameters into structural design of the building as part of the building plan review. When subject to Flood Plain or Liquefaction Zone criteria, consultant will review for such compliance when so directed by the City's Building Official.

**Certified Access Specialist**

Consultant shall provide CASp certified plan check services including Disabled Access Regulations in Chapter 11-B and Multi-Family Disabled Access Regulations in Chapter 11-A as required under Senate Bill 1608. Consultant must have a CASP certified staff member to perform these portions of the plan checks. Consultant will be required to interpret and enforce state law and review requests for "Unreasonable Hardship" applications and recommend action should the City so desire.

**General Assistance**

Consultant will aid the City with general information and departmental assistance when needed in addition to providing plan check review services.

**The selected consulting firm must be prepared to effectively address the following:**

- A. Assist City staff in managing the plan check services for residential and non-residential projects, regular interface with City staff and other City consultants, and attendance at meetings as necessary when work is in progress.



- B. Communicate, cooperate and team with City staff and other City consultants as necessary.
  - C. Demonstrate the depth and breadth of the firm to provide a full range of plan check services capable of meeting the needs of any given private development or City initiated project.
  - D. Provide strong emphasis on the management of multiple projects and competing priorities while maintaining quality, meeting schedules and staying within budget.
1. Subconsultants may be utilized as necessary. The City must approve all subconsultants and does not permit the use of subconsultants that have not been approved by the City.

### Tentative Timeline

TIMELINE	DATE
Request for Proposals Released	March 2, 2018
Last Day to Submit Questions for Clarification	March 14, 2018 @ 5:00 pm
City’s Responses to Questions Due to Vendors	March 21, 2018
Deadline for Submission of Proposals	April 4, 2018 @ 12:00 pm
Consultant Interviews	Week of April 30, 2018
City Council to Award Agreement	June 5, 2018 Council Meeting

### Additional Responsibilities

The Consultant shall be responsible for completing the specified services in accordance with the City’s Professional Services Agreement (Exhibit A).

### Proposal Format

Firms are encouraged to keep their proposals brief and relevant to the specific information requested herein. Proposals should be straightforward, concise and provide “layman” explanations of technical terms that are used.

Proposals must be presented in a format and order that corresponds to the numbering and lettering contained herein with minimal reference to supporting documentation so that proposals can be accurately compared. All proposals shall include the following:

- A. Cover Letter: Maximum of two pages serving as an Executive Summary which shall





include an understanding of the scope of services. The RFP shall be transmitted with a cover letter that must be signed by an official authorized to bind the consultant contractually. That letter accompanying the RFP shall also provide the name, title, address, email, and telephone number of individuals with the authority to negotiate and contractually bind the consultant. The cover letter constitutes certification by the consultant, under penalty of perjury, that the consultant complies with nondiscrimination requirements of the State and Federal Government. An unsigned proposal or one signed by an individual unauthorized to bind the consultant may be rejected.

- B. Introduction/Information: Introduction of the service proposal, including a statement of understanding for the types of services contemplated. Provide a discussion on how the objectives of the scope of services will be accomplished. Provide the name of the firm submitting the proposal, its mailing address, telephone number, and the name of the individual to contact if further information is required. Any participating firms and proposed sub-consultants shall be identified and included in the proposal (all sub-consultants must be approved by City prior to signing the agreement with City).
- C. The Firm's Approach to delivering the scope of services. Provide a description of the firm's approach to communicating effectively with City staff and officials, other jurisdictional stakeholders, and the public, to facilitate successful delivery of assigned tasks. Include a copy of firms residential and non-residential plan check correction lists.
- D. Firm Profile: Provide a description of the firm, including number of professional personnel, taxpayer identification number, years in business, office location(s), organizational structure (e.g., corporation, partnership, sole practitioner, etc.), areas of particular expertise, etc.
- E. Location of principal office that will be responsible for the implementation of this contract.
- F. Resume of the Lead Consultant.
- G. Key Personnel: Provide a summary description of the key personnel who will be involved in this project, their roles and responsibilities, and their experience in similar past projects. The proposal must name a project manager. In addition to this summary, full resumes should be provided.
- H. References: Three (3) to five (5) references for similar services within the last three (3) years, which include: name, address, contact person and phone number of the company, length of time services were provided, and a description of the services provided.



- I. Scope of Services: Provide a description of the tasks, sub-tasks, and deliverables that will be provided. The Scope of Work Program should be presented in a logical format that can be easily attached to the Professional Services Agreement.
- J. Cost: Cost proposal (including hourly rate) shall be submitted. As part of your proposal, provide both a percentage of the plan check fee collected and an hourly rate for all other plan checks. Please include hourly rates for additional staffing services if available.
- K. Term: The firm shall propose their requested Contract Term period for review by the City in the proposal. The City reserves the right to amend the proposed term prior to the award of contract.
- L. Any other information which should be considered, such as any special services or customer service philosophy which define your firm's practice. Please include your firm's success in securing funding as well as other meaningful outcomes related to the proposed scope of services.
- M. The firm will be required to have professional liability insurance including liability at a minimum of one million per occurrence, worker's compensation, and vehicle coverage including comprehensive and collision insurance naming the City of Beaumont as additional insured. The proposal shall state whether such insurances will be in force at time of contract execution.

## Submittal

Six (6) bound copies, one (1) unbound copy and one (1) color digital PDF copy of the proposal must be submitted no later than 12:00pm, Wednesday, April 4, 2018. Postmarks and faxes are not acceptable. Proposal must be titled "RFP for Building Plan Check Services." Proposals and questions regarding this RFP shall be directed in writing to:

Rebecca Deming  
Community Development Director  
City of Beaumont  
550 E. 6th Street  
Beaumont, CA 92223

No postmarked proposals will be accepted. Once submitted, proposals, including the composition of the consulting staff, cannot be altered without prior written consent of the City.

All costs associated with preparation of any proposal shall be the sole responsibility of the proposer. Each proposal shall be limited to a maximum of 25 pages (not including resumes),



using minimum 12-point font size. Electronic copies of the proposal will not be accepted.

**\*DUE DATE FOR QUESTIONS IS Wednesday, March 14, 2018, AT 5:00pm.**

All questions shall be submitted on PublicPurchase.com. Answers will be posted on the same website to allow all users to review the City's responses to all questions within one week of the question due date.

## Confidentiality

Prior to the proposal submittal deadline, all proposals will be designated confidential to the extent permitted by the California Public Records Act. After the proposal submittal deadline, all responses will be regarded as public record and will be subject to review by the public. Any language purported to render confidential all or portions of the proposals will be regarded as non-effective and will be disregarded.

## Amendments to Request for Proposals

The City reserves the right to amend the RFP by addendum prior to the final proposal submittal date.

## Non-Commitment to City

The City may, in its sole discretion and without any obligation to act reasonably, reject any and all proposals, waive informalities and minor irregularities in any proposal reviewed, negotiate with any entity submitting a proposal, extend deadlines, and/or request additional information. The City may reject any proposal that does not conform to the instructions provided in this RFP. Additionally, the City reserves the right to negotiate all final terms and conditions of any proposal received before entering into final contract.

## Term

The term of the agreement shall be determined upon need of services and consistent with the City's policies. The initial period of the contract is for one year, with extensions as approved by City Council, subject to agreement terms and the Beaumont Municipal Code.

## Conflict of Interest

The Consultant shall disclose any personal or professional financial, business, or other relationships with the City that may have an impact on the outcome of this contract or any resulting project. The consultant shall also list current clients who may have a financial interest in the outcome of this contract.





## Proposal Evaluation/Selection

The City intends to engage the most qualified consultant available that demonstrates a thorough understanding of the City’s needs. City staff will use the following criteria to evaluate the proposals:

Criteria	Points
Understanding of the Scope of Services	5
Demonstrated Professional Skill and Credentials	5
Related Experience	20
Quality of Proposal	10
Approach to Performing this Type of Service	10
Familiarity with City, County, and State Procedures	10
References/Satisfaction of previous clients	20
Costs of Services	20
<b>Total</b>	<b>100</b>

The City may request a qualification interview with the highest ranked consultant(s) prior to determining the final ranking. This selection will be conducted according to the City’s adopted procedures. The City reserves the right to reject any and all proposals.

## Exhibits

- A. Sample Professional Services Agreement