



CITY OF GARDEN GROVE OFFICE OF THE CITY CLERK

*Safeguard all official records of the City.
Conduct municipal elections and oversee legislative administration.
Provide reliable, accurate, and timely information to the
City Council, staff, and the general public.*

October 18, 2017

Interwest Consulting Group
15140 Transistor Lane
Huntington Beach, CA 92649

Attention: Ron Beehler/Henry Huang

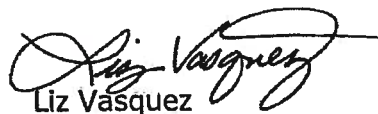
Enclosed is a copy of the Agreement by and between the City of Garden Grove and Interwest Consulting Group, to provide plan check contractual services, and other contractual services as needed.

The Agreement was approved by the City Council at their meeting on October 10, 2017.

Sincerely,

Teresa Pomeroy, CMC
City Clerk

By:


Liz Vasquez
Deputy City Clerk

Enclosure

c: Finance Department
Finance Department/Purchasing
Community and Economic Development

Steven R. Jones
Mayor

Phat Bui
Mayor Pro Tem - District 4

Kris Beard
Council Member - District 1

John R. O'Neill
Council Member - District 2

Thu-Ha Nguyen
Council Member - District 3

Stephanie Klopfenstein
Council Member - District 5

Kim Bernice Nguyen
Council Member - District 6

PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT is made and entered into, to be effective the 10 day of October, 2017, by and between the **CITY OF GARDEN GROVE**, a municipal corporation, hereinafter referred to as "City," and **INTERWEST CONSULTING GROUP**, hereinafter referred to as "Consultant." City and Consultant are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, City has determined that there is a need for an experienced firm to provide Plan Check Contractual Services and other Contractual Services as needed. (the "Project");

WHEREAS, City desires to retain Consultant to provide such services; and

WHEREAS, Consultant is qualified by virtue of experience, training, education, and expertise to perform the professional services required by this Agreement and has agreed to provide such services.

NOW, THEREFORE, in consideration of the promises and mutual benefits which will result to the Parties in carrying out the terms of this Agreement, it is mutually agreed as follows:

AGREEMENT

1. SCOPE OF WORK

City agrees to retain Consultant, and Consultant agrees to perform the services set forth in the **Scope of Services** described in Exhibit "A", attached hereto and by reference made a part of this Agreement (hereinafter the "Services"). Consultant agrees that its provision of Services under this Agreement shall be within accepted standards within the profession, and its specialized services shall be in accordance with customary and usual practices in Consultant's profession. By executing this Agreement, Consultant warrants that it has carefully considered how the work should be performed and fully understands the facilities, difficulties, and restrictions attending performance of the work under this Agreement.

2. TERM AND TERMINATION.

The term of the agreement shall commence on **October 10, 2017** and be effective

through October 31, 2018, with an option to extend said agreement additional three (3) years, for a total performance period of four (4) years. Option years shall be exercised one (1) year at a time, at the sole option of the CITY. This agreement may be terminated by the CITY without cause. In such event, the CITY will compensate CONSULTANT for work performed to date in accordance with proposal, which is attached as Exhibit "A", and is hereby incorporated by reference. CONSULTANT is required to present evidence to support performed work.

3. COMPENSATION.

CONSULTANT shall be compensated as follows:

- A. AMOUNT: Total Compensation under this agreement shall not exceed (NTE) amount of **Two Hundred and Fifty Thousand Dollars (\$250,000.00)**, per year, payable in arrears and in accordance with proposal in Exhibit "B"

B. Accounting Records

Consultant shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Upon request of City, Consultant shall provide City with all records pertaining to this Agreement.

C. Total Payment

The Parties agree that Consultant shall bill for the Services provided by Consultant to City in accordance with the charges and FEE SCHEDULE included in Exhibit "B" except as otherwise set forth herein.

D. Monthly Payment

1. City agrees to pay Consultant, in accordance with the payment rates and terms and the as set forth in the Fee Schedule included in Exhibit "B," attached hereto based upon actual time spent providing the services outlined in this Agreement. Consultant shall submit to City the statements requesting payment. Such requests shall be based upon the amount and value of the Services performed by Consultant under this Agreement and shall be prepared by Consultant and accompanied by such reporting data including a detailed breakdown of all costs incurred and tasks performed during the period covered by the statement, as may be required by City. Invoices shall be submitted on or about the first business day of each month, for Services provided the prior month. City shall use reasonable efforts to make payment to Consultant within forty-five (45) days after the date of the invoice or as soon thereafter as reasonably practicable. If City determines that the approved written under this Agreement or any specified task hereunder is incomplete, the City Manager, or his or her designee, shall notify Consultant and may withhold the payment amount for the unfinished work accordingly.

E. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement, which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the **Community and Economic Development Director**.

3. TERMINATION

City may terminate this Agreement for its convenience at any time, with or without cause, in whole or in part, upon giving Consultant thirty (30) days written notice. Upon said notice, City shall pay Consultant its allowable costs incurred to date of termination and those allowable costs determined by City to be reasonably necessary to effect such termination. Upon receipt of said notice, Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If City terminates a portion of this Agreement, such termination shall not make void or invalidate the remainder of this Agreement. Thereafter, Consultant shall have no further claims against City under this Agreement. Upon termination of the Agreement pursuant to this Section, Consultant will submit an invoice to City pursuant to Section 3. Consultant may terminate this Agreement, with or without cause, upon thirty (30) days written notice to City.

4. DEFAULT OF CONSULTANT

A. Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event Consultant is in default, except as provided for in Section 21, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate the Agreement immediately upon written notice to Consultant.

B. If the City Manager, or his/her designee, determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, it shall notify Consultant in writing of such default. Consultant shall have ten (10) days to cure the default by rendering a satisfactory performance. In the event Consultant fails to cure its default within such period of time, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice of any remedy to which City may be entitled at law, in equity or under this Agreement. Consultant shall be liable for any and all reasonable costs incurred by City as a result of such default including, but not limited to, procurement costs of the same or similar services defaulted by Consultant under this Agreement.

5. LEGAL RELATIONSHIP BETWEEN THE PARTIES

A. The legal relationship between the Parties hereto is that of an independent contractor, and nothing herein shall be deemed to make Consultant a City employee. During the performance of this Agreement, Consultant and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers, employees, or agents. The personnel performing the Services under this Agreement on behalf of

Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of its officers, employees, or agents, except as set forth in this Agreement. Consultant, its officers, employees, or agents shall not maintain an office or any other type of fixed business location at City's offices.

B. Consultant shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

C. No City benefits shall be available to Consultant, its officers, employees, or agents in connection with any performance under this Agreement. Except for fees paid to Consultant as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for the performance of Services under this Agreement. City shall not be liable for compensation or indemnification to Consultant, its officers, employees, or agents for injury or sickness arising out of performing Services hereunder. If for any reason, any court or governmental agency determines that City has financial obligations, other than pursuant to Section III herein, of any nature related to salary, taxes, or benefits of Consultant's officers, employees, servants, representatives, subcontractors, or agents, Consultant shall indemnify City for all such financial obligations.

6. MODIFICATIONS AND AMENDMENTS TO AGREEMENT

No modification or amendment of this Agreement or any of the provisions hereof shall be effective for any purpose unless set forth in writing signed by duly authorized representatives of both Parties.

7. ASSIGNMENTS AND SUBCONTRACTING

The experience, knowledge, capability, and reputation of Consultant, its principals and employees were a substantial inducement for City to enter into this Agreement. Consultant may not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, voluntarily or by operation of law, without the prior written approval of City. Except as otherwise expressly provided in (Exhibit "A"), Consultant shall not contract with any other person or entity to perform the Services required without written approval of City. If Consultant is permitted to subcontract any part of this Agreement by City, Consultant shall be responsible to City for the acts and omissions of its subcontractor as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the work will be considered employees of Consultant. City will deal directly with and will make all payments to Consultant as provided for in Section III.

8. SUCCESSORS IN INTEREST

This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

9. THIRD PARTY BENEFICIARY

Except as may be specifically provided for herein, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as third-party beneficiary or otherwise, upon any entity or person not a party hereto.

10. INSURANCE

A. Insurance Required

Consultant shall procure and maintain the insurance described herein for the duration of this Agreement, or as otherwise specified herein, against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, or employees. Insurance required herein shall be provided by a reputable insurance company in good standing with the State of California and having a minimum A.M. Best's Guide Rating of A-, Class VII or better. City will require Consultant to substitute any insurer whose rating drops below the levels specified herein. Such substitution shall occur within twenty (20) days of written notice to Consultant by City.

Consultant shall provide to City certificates of insurance in a form acceptable to City indicating the deductible or self-retention amounts and the expiration date of the policy, and shall provide renewal certificates not less than ten (10) days prior to the expiration of each policy term. The certificates of insurance shall specifically identify this Agreement and shall contain express conditions that City is to be given at least thirty (30) days advance written notice of any material modification in or termination of insurance. Such insurance shall be primary to and not contributing with any other insurance maintained by City and shall name the City of Garden Grove and its officers, councilmembers, officials, employees, agents and volunteers as additional insureds by endorsement to the insurance policies. Except as expressly authorized herein, all insurance shall be on an occurrence basis.

1. Errors and Omissions Insurance

Consultant shall maintain in full force and effect throughout the term of this Agreement, standard industry form professional negligence errors and omissions insurance coverage in an amount of not less than One Million Dollars (\$1,000,000.00) per claim or occurrence, in accordance with the provisions of this Section. If the policy of insurance is written on a "claims made" basis, the policy shall be continued in full force

and effect at all times during the term of this Agreement, and for a period of three (3) years from the date of the completion of the Services provided hereunder. In the event of termination of the policy during this period, Consultant shall obtain continuing insurance coverage for the prior acts or omissions of Consultant during the course of performing Services under the terms of this Agreement. The coverage shall be evidenced by either a new policy evidencing no gap in coverage, or by obtaining separate extended "tail" coverage with the present or new carrier.

In the event the policy of insurance is written on an "occurrence" basis, the policy shall be continued in full force and effect during the term of this Agreement, or until completion of the Services provided for in this Agreement, whichever is later. In the event of termination of the policy during this period, new coverage shall be obtained for the required period to ensure coverage for the prior acts of Consultant during the course of performing the Services under the terms of this Agreement.

2. Workers' Compensation

Consultant shall obtain and maintain, during the term of this Agreement, Workers' Compensation Employer's Liability Insurance in the statutory amount as required by state law. Such worker's compensation insurance shall be endorsed to provide for a waiver of subrogation against City.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability:

\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability:

\$1,000,000 per accident for bodily injury and property damage.

3. Employer Liability:

\$1,000,000 per accident for bodily injury or disease.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City Manager. At the option of the City Manager, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City and

its councilmembers, officials, officers, employees, agents or volunteers, or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses, or Consultant shall otherwise provide an alternative satisfactory to the City Manager.

D. Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Garden Grove and its councilmembers, officers, officials, employees, agents and volunteers are to be covered as insureds with respect to: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; premises owned occupied or used by Consultant; or automobiles owned, leased, hired, or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City of Garden Grove and its councilmembers, board members, officers, officials, employees, agents, or volunteers.
2. For any claims related to this Agreement, Consultant's coverage shall be primary insurance as respects the City and its councilmembers, officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City of Garden Grove and its councilmembers, board members, officers, officials, employees, agents, and volunteers shall be in excess of Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting or other provisions of the policies, including breaches of warranties shall not affect coverage provided to the City and its respective councilmembers, board members, officers, officials, employees, agents, and volunteers.
4. Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this Section shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been provided to City.
6. Consultant agrees to ensure that subcontractors, and any other parties involved with the project who are brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to City for review.

E. Verification of Coverage

Consultant shall furnish City with original endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences.

11. INDEMNITY

A. Indemnification

To the fullest extent permitted by law, Consultant shall indemnify, defend (at Consultant's sole cost and expense), protect and hold harmless the City of Garden Grove and its councilmembers, officers, officials, employees, agents, and volunteers, (individually "Indemnified Party"; collectively "Indemnified Parties") against any and all liability, claims, judgments, costs, and demands (collectively, "Claims"), including Claims arising from injuries or death of persons (Consultant's employees included) and damage to property, which Claims arise out of, pertain to, or are related to the negligence, recklessness or willful misconduct of Consultant, its agents, employees, or subcontractors, or arise from Consultant's negligent, reckless or willful performance of or failure to perform any term, provision, covenant or condition of this Agreement ("Indemnified Claims"), but Consultant's liability for Indemnified Claims shall be reduced to the extent such Claims arise from the negligence, recklessness or willful misconduct of the City of Garden Grove and its councilmembers, officers, directors, officials, employees, or agents.

Consultant shall reimburse the Indemnified Parties for any reasonable expenditures, including reasonable attorneys' fees, expert fees, litigation costs and expenses that each Indemnified Party may incur by reason of Indemnified Claims. Upon request by an Indemnified Party, Consultant will defend with legal counsel reasonably acceptable to the Indemnified Party all Claims against the Indemnified Party that may arise out of, pertain to, or relate to Indemnified Claims, whether or not Consultant is named as a party to the Claim proceeding. The determination whether a Claim may "arise out of, pertain to, or relate to" Indemnified Claims shall be based on the allegations made in the Claim and the facts known or subsequently discovered by the parties. In the event a final judgment, arbitration award, order, settlement, or other final resolution expressly determines that Claims did not arise out of, pertain to, nor relate to the negligence, recklessness or willful misconduct of Consultant to any extent, then City will reimburse Consultant for the reasonable costs of defending the Indemnified Parties against such Claims, except City shall not reimburse Consultant for attorneys' fees, expert fees, litigation costs and expenses as were incurred defending Consultant or any parties other than Indemnified Parties against such Claims.

Consultant's liability for indemnification hereunder is in addition to any liability Consultant may have to City for a breach by Consultant of any of the provisions of this Agreement. Under no circumstances shall the insurance requirements and limits

set forth in this Agreement be construed to limit Consultant's indemnification obligation or other liability hereunder. The terms of this Agreement are contractual and the result of negotiation between the parties hereto. Accordingly, any rule of construction of contracts (including, without limitation, California Civil Code Section 1654) that ambiguities are to be construed against the drafting party, shall not be employed in the interpretation of this Agreement.

Consultant's indemnification obligation hereunder shall survive the expiration or earlier termination of this Agreement until all actions against the Indemnified Parties for such matters indemnified hereunder are fully and finally barred by the applicable statute of limitations or, if an action is timely filed, until such action is final. This provision is intended for the benefit of third party Indemnified Parties not otherwise a party to this Agreement.

12. COMPLIANCE WITH LAW

A. Consultant certifies by the execution of this Agreement the following: that it pays employees not less than the minimum wage as defined by law and that it does not discriminate in its employment with regard to race, color, religion, sex, age, marital status, ancestry, or national origin; that Consultant is in compliance with all federal and state laws, local directives, and executive orders regarding non-discrimination in employment; and that Consultant agrees to demonstrate positively and aggressively the principle of equal opportunity in employment.

B. Consultant shall keep itself informed of State and Federal laws and regulations, which in any manner affect those employed by it or in any way affect the performance of its Services pursuant to this Agreement. Consultant shall at all times observe and comply with all such laws and regulations. The City of Garden Grove and its councilmembers, officers, employees, and agents shall not be liable at law or in equity for Consultant's failure to comply with such laws and regulations.

13. LICENSES AND QUALIFICATIONS

Consultant represents and warrants to City that it has obtained all licenses, permits, qualifications, and approvals of whatever nature that is legally required to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any license, permit, or approval, which is legally required for Consultant to perform Services under this Agreement.

14. CONFIDENTIALITY AND OWNERSHIP OF DOCUMENTS

A. All information gained by Consultant in the performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents or subcontractors

shall not without written authorization from the City Manager or unless requested by City's Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the Services performed under this Agreement or relating to any project or property location within City. Response to a subpoena or court order shall not be considered "voluntary" for the purposes of this Section, provided Consultant gives City proper notice of such subpoena or court order. Consultant shall properly notify City of any summons, complaints, subpoenas, notice of deposition, request for documents, interrogatories, requests for admissions or other discovery requests received by Consultant, its officers, employees, agents or subcontractors, related to Services performed pursuant to this Agreement. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding, the cost of which shall be borne by City. Consultant agrees to cooperate fully with City and to provide City with an opportunity to review and respond to discovery requests provided by Consultant, arising out of Services performed pursuant to this Agreement. However, City's right to review any such request or response does not imply or mean City has the right to control, direct, write or rewrite said response.

B. The documents and study materials for this project shall become the property of City upon the termination or completion of the work. Consultant agrees to furnish to City copies of all memoranda, correspondence, computation, and study materials in its files pertaining to the work described in this Agreement, which is requested in writing by City.

15. INTERPRETED UNDER LAWS OF THE STATE OF CALIFORNIA

This Agreement and any dispute arising hereunder shall be governed and interpreted in accordance with the laws of the State of California. This Agreement shall be construed as a whole according to its fair language and common meaning to achieve the objectives and purposes of the parties hereto, and the rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be employed in interpreting this Agreement, all parties having been represented by counsel in the negotiation and preparation hereof. Venue for any litigation concerning this Agreement shall be in the Superior Court for the County of Orange, California.

16. ATTORNEYS' FEES

If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing Party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other relief to which they may be entitled.

17. WAIVER

No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement

of a waiver is sought. Any waiver by the Parties of any default or breach of any covenant, condition, or term contained in this Agreement, shall not be construed to be a waiver of any subsequent or other default or breach, nor shall failure by the Parties to require exact, full, and complete compliance with any of the covenants, conditions, or terms contained in this Agreement be construed as changing the terms of this Agreement in any manner or preventing the Parties from enforcing the full provisions hereof.

18. NOTICES

All notices or other communications required or permitted hereunder shall be in writing and shall be personally delivered, sent by registered or certified mail, postage prepaid, return receipt requested, or delivered or sent by electronic transmission, and shall be deemed received upon the earlier of: (i) the date of delivery to the address of the person to receive such notice if delivered personally or by messenger or overnight courier; (ii) three (3) business days after the date of posting by the United States Post Office if by mail; or (iii) when sent if given by electronic transmission. Any notice, request, demand, direction, or other communication sent by electronic transmission must be confirmed within forty-eight (48) hours by letter mailed or delivered. Notices or other communications shall be addressed as follows:

To City:

City of Garden Grove,
Community/Econ Dev Department
11222 Acacia Parkway
Garden Grove, CA 92840
Attention: Alana Cheng

To Consultant:

INTERWEST CONSULTING GROUP.
15140 Transistor Lane
Huntington Beach, CA 92649
Attention: Ron Beehler/ Henry Huang

Either Party may, by written notice to the other, designate a different address, which shall be substituted for that specified above.

19. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, arrangements, representations, and understandings, if any, made by or among the parties with respect to the subject matter hereof. No amendments or other modifications of this Agreement shall be binding unless executed in writing by both parties hereto, or their respective successors, assigns, or grantees.

20. FORCE MAJEURE

If either party shall be delayed or prevented from the performance of any service under this Agreement by reason of acts of God, strikes, lockouts, labor troubles, restrictive governmental laws or regulations or other cause, without fault and beyond the reasonable control of the party obligated (financial inability excepted), performance of such act shall be excused for the period of delay, and the period for performance of any such act shall be extended for a period equivalent to the period of such delay.

21. TIME IS OF THE ESSENCE

The Parties agree that time is of the essence of this Agreement with respect to the deadlines set forth herein.

22. SEVERABILITY

Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be invalid under the applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the reminder of that provision, or the remaining provisions of this Agreement.

23. PROHIBITED INTERESTS

Consultant covenants that, for the term of this Agreement, no Board Member, official, officer or employee of City during his/her tenure in office/employment, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Agreement or the proceeds thereof. Consultant warrants that it has not given or paid and will not give or pay any third party money or other consideration for obtaining this Agreement.

24. SCOPE CHANGES

In the event of a change in the scope of the proposed project, as requested by City, the Parties hereto shall execute an addendum to this Agreement, setting forth, with particularity, all terms of the new Agreement, including but not limited to any additional Consultant's fees.

25. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or its successor, or for breach of any obligation of the terms of this Agreement.

26. AGREEMENT EXECUTION AUTHORIZATION

Each of the undersigned represents and warrants that he or she is duly authorized to execute and deliver this Agreement and that such execution is binding upon the entity for which he or she is executing this Agreement.

27. APPROPRIATIONS

This Agreement is subject to and contingent upon funds being appropriated therefor by the Garden Grove City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the CITY.

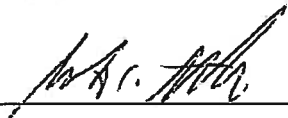
28. RECITALS

The Recitals above are hereby incorporated into this section as though fully set forth herein and each party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, this Agreement has been executed in the name of City, by its officers thereunto duly authorized, and Consultant as of the day and year first above written.

CITY OF GARDEN GROVE

By: 

— Scott C. Stiles
City Manager

ATTEST:

By: 

— Teresa Pomeroy
City Clerk

INTERWEST CONSULTING GROUP

By: (see next page)

—


President

By: _____

—

Secretary

APPROVED AS TO FORM:

By: 

— Omar Sandoval
City Attorney

If CONTRACTOR is a corporation, a Corporate Resolution and/or Corporate Seal is required. If a Partnership, Statement of Partnership must be submitted to CITY.

IN WITNESS WHEREOF, this Agreement has been executed in the name of City, by its officers thereunto duly authorized, and Consultant as of the day and year first above written.

CITY OF GARDEN GROVE

By: _____

— Scott C. Stiles
City Manager

ATTEST:

By: _____

— Teresa Pomeroy
City Clerk

INTERWEST CONSULTING GROUP

By: _____

— Terry E. Rodriguez
President

By: _____

— Debra Therson
Secretary

APPROVED AS TO FORM:

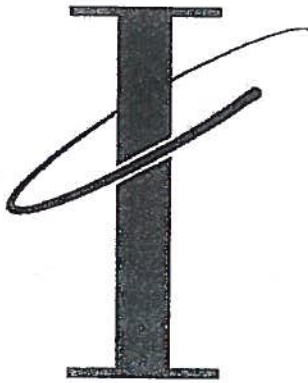
By: _____

— Omar Sandoval
City Attorney

If CONTRACTOR is a corporation, a Corporate Resolution and/or Corporate Seal is required. If a Partnership, Statement of Partnership must be submitted to CITY.

EXHIBIT A

SCOPE OF SERVICES



July 27, 2017

Response to Request for Proposal
Plan Check Consulting Services



Prepared for the
City of Garden Grove
Community and Economic Development Department
Building Services Division
11222 Acacia Parkway
Garden Grove, CA 92840

By
Interwest Consulting Group, Inc.

Ron Beehler, SE, CBO
Director, Building Safety Services
15140 Transistor Lane
Huntington Beach, CA 92649
rbeehler@interwestgrp.com
O | 714.899.9039
C | 949.613.5595

TABLE OF CONTENTS

1. Letter of Introduction	3
a. Firm Description and Understanding of Project Scope.....	3
b. Signature Authority to Bind the Firm	4
2. Experience and Qualifications.....	5
a. Identification of Team Members.....	5
<i>Project Organization Chart.....</i>	<i>6</i>
b. Experience and Qualifications of Key Personnel.....	7
<i>Key Personnel for Optional Services</i>	<i>9</i>
<i>Proposed Staff – License and Certification Matrix.....</i>	<i>10</i>
c. Ability to Perform the Scope of Services	13
<i>Proposed Approach and Work Plan – Plan Check Services</i>	<i>13</i>
d. Experience Performing Similar Projects	18
e. OPTIONAL: Additional Contractual Positions	21
<i>Building Inspection Services</i>	<i>21</i>
<i>Permit Technician Services</i>	<i>23</i>
<i>Additional Building Safety Services</i>	<i>23</i>
3. References.....	24
a. Client References.....	24
4. Rate and Service Structure (provided under separate cover)	
a. Fee Structure for Plan Check	
b. Fee Percentages by Project Valuation	
c. Number of Working Days for Plan Check	
d. Fee Structure for Additional Services	
Appendix: Resumes of Proposed Key Personnel	26

July 27, 2017

City of Garden Grove
Attention: Saeed Amirazizi
City Clerk's Office
11222 Acacia Parkway, 2nd Floor
Garden Grove, California 92840



RE: Request for Proposal – Plan Check Consulting Services

Dear Mr. Amirazizi,

Orange County development continues to boom, and the demand for building plan reviews in the City of Garden Grove is anticipated to grow, both in volume and in the frequency of peak demand periods. As one of California's leading plan check service providers, Interwest Consulting Group is well-positioned to help the City respond promptly and effectively to project applicants, streamlining review turnaround times while helping to identify areas of concern early in the development process.

Building Plan Check Services are at the core of our business services. Interwest is comprised of architects, Structural, Civic, Mechanical and Electrical Engineers, plans examiners, building inspectors, CASP-certified plans examiners and inspectors, permit technicians and other professionals specializing in providing complete Building and Safety services to local government agencies.

The Building and Safety Plans Examiners we propose are licensed by the State of California and/or certified by the International Code Council (ICC) to provide their respective plan review services, as detailed in Section 2 of our proposal, "Experience and Qualifications." Additionally, as requested in the RFP, we propose to provide optional building safety services, including but not limited to building inspection and permit technician services.

In accordance with the RFP instructions, in this Letter of Introduction and throughout our proposal, we provide the information in the order requested in the RFP.

1.A. FIRM DESCRIPTION AND UNDERSTANDING OF PROJECT SCOPE

OVERVIEW OF INTERWEST CONSULTING GROUP

The seamless integration of municipal service professionals in support of public agencies has been our purpose since Interwest Consulting Group formed in 2002. Interwest is a corporation, founded by individuals with a passion for serving municipalities. We currently have more than 300 employees, spanning a multitude of disciplines within building and safety, city engineering and public works departments throughout California. We currently serve more than 200 cities, counties and state agencies, including the Southern California municipalities of Long Beach, Irvine, Anaheim, Pomona, Bell, Compton, Lake Forest, San Juan Capistrano, Wildomar, Eastvale, and the Counties of Los Angeles and Riverside, to name just a few.

Our professional consulting staff provide the following services to public agencies:

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

15140 TRANSISTOR LANE • HUNTINGTON BEACH, CA 92649
TEL 714.899.9039 • FAX 714.899.9038 • WWW.INTERWESTGRP.COM

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.

KEY POINT OF CONTACT

As Interwest's Director of Building Safety Services, I will serve as the Project Manager, Principal-in-Charge and key point of contact for issues regarding services for this engagement to the City of Garden Grove. I have extensive experience within the building industry. As a licensed Structural Engineer in the States of California and Nevada, I have managed both plan review and inspection services for numerous complicated and high-profile projects. My contact information is:

Ron Beehler, SE, CBO
15140 Transistor Lane
Huntington Beach, CA 92649
rbeehler@interwestgrp.com
O | 714.899.9039
C | 949.613.5595

OUR UNDERSTANDING OF THE SCOPE OF SERVICES

The City of Garden Grove desires to contract with one or more professional consultant firms to provide supplemental plan review services to augment services provided by City staff. The need for building plan review services has increased as local development of complex construction projects has accelerated. In order to be able to respond to plan check applicants quickly and efficiently, the City requires additional on-call plan check staff.

On an as-needed basis, the City will ask the consultant to review plans prepared by or submitted on behalf of an applicant for compliance with all applicable laws, codes and statutes of the City of Garden Grove and the State of California. The consultant will be expected to perform all plan check services, from plan pick-up and delivery through the first check and all required re-checks, until the plans are compliant, at which point the consultant will approve and forward plans to the City for permit issuance.

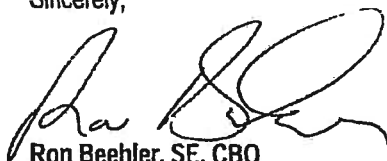
The City may optionally elect to contract for other services, such as building inspection and permit processing.

1.B. SIGNATURE AUTHORITY TO BIND THE FIRM

As Interwest's Director of Building Safety Services and a Company Officer, I am authorized to bind Interwest Consulting Group to all commitments made in our proposal.

We look forward to the opportunity to provide these critical services to the City of Garden Grove, and would be happy to address any questions you may have about our proposed services.

Sincerely,



Ron Beehler, SE, CBO
Director, Building Safety Services

SECTION 2

EXPERIENCE AND QUALIFICATIONS

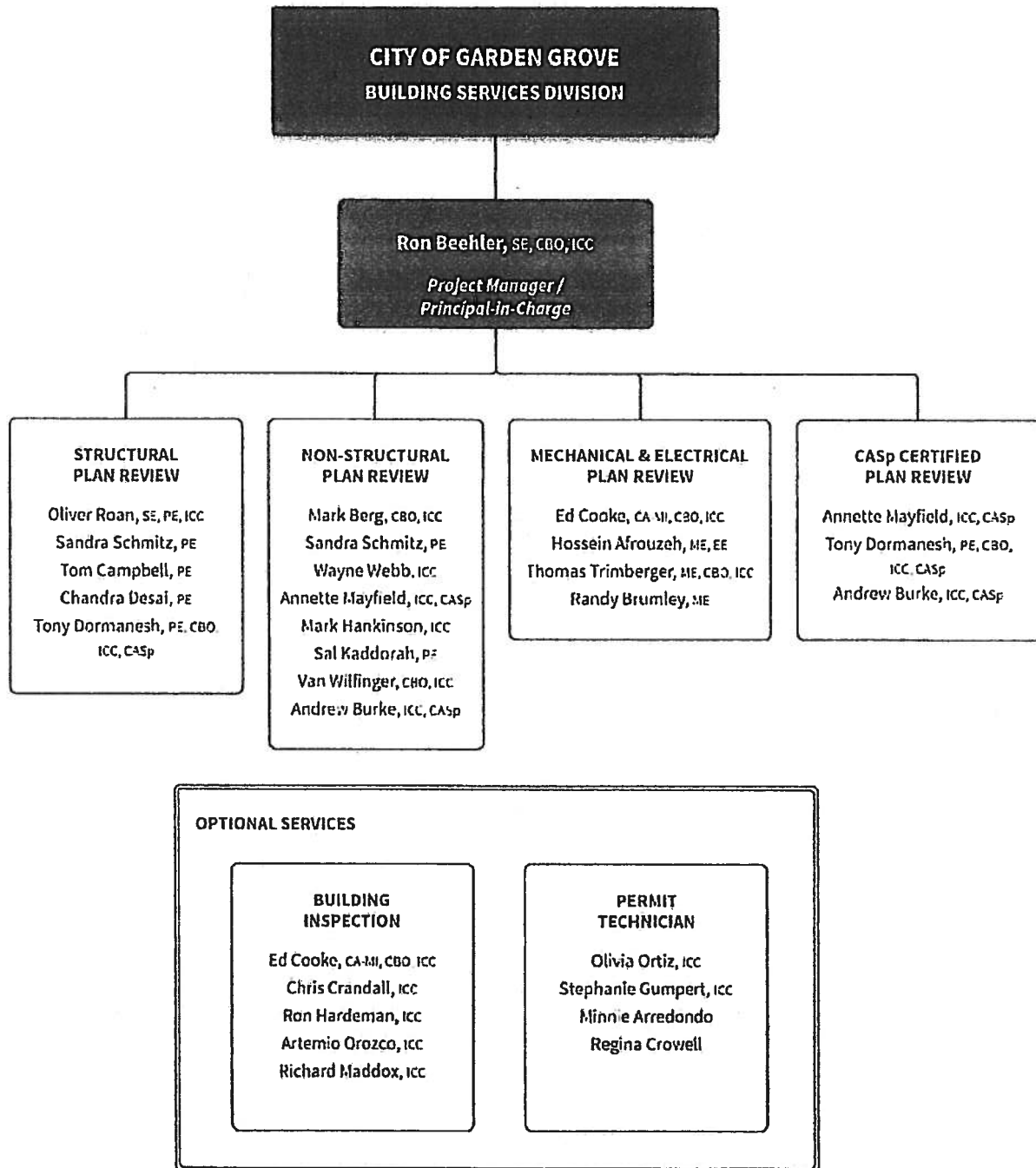
2.A. IDENTIFICATION OF TEAM MEMBERS

Below, we list our proposed team members, as requested in the RFP, followed by our Project Organization Chart.

Proposed Team Member	Project Role	Phone Number	E-mail Address
* Ron Beehler, SE, CBO	Project Manager / Principal-In-Charge	949.613.5595	rbeehler@interwestgrp.com
* Oliver Roan, SE, PE, ICC	Plan Review Engineer	714.975.9051	oroan@interwestgrp.com
* Sandra Schmitz, PE	Plan Review Engineer	937.409.0327	sschmitz@interwestgrp.com
* Tom Campbell, PE	Plan Review Engineer	714.975.9159	tcampbell@interwestgrp.com
* Chandra Desai, PE	Plan Review Engineer	909.262.5859	cdesai@interwestgrp.com
* Tony Dormanesh, PE, CBO, ICC, CASp	Plan Review Engineer / CASp	714.975.9087	tdormanesh@interwestgrp.com
* Mark Berg, CBO, ICC	Plans Examiner	951.522.6982	mberg@interwestgrp.com
* Wayne Webb, ICC	Plans Examiner	949.482.2274	wwebb@interwestgrp.com
Annette Mayfield, ICC, CASp	Plans Examiner / CASp	559.412.5378	amayfield@interwestgrp.com
Mark Hankinson, ICC	Plans Examiner	520.733.0266	mhankinson@interwestgrp.com
Sal Kaddorah, PE	Plan Review Engineer	310.383.8725	skaddorah@interwestgrp.com
Van Wilfinger, CBO, ICC	Plans Examiner	714.975.9065	vwilfinger@interwestgrp.com
Andrew Burke, ICC, CASp	Plans Examiner / CASp	925.965.0173	aburke@interwestgrp.com
* Ed Cooke, CA-MI, CBO, ICC	Plans Examiner / Inspector	714.679.5428	ecooke@interwestgrp.com
* Hossein Afrouzeh, ME, EE	Plan Review Engineer	714.494.1543	hafrouzeh@interwestgrp.com
Thomas Trimberger, ME	Plan Review Engineer	916.761.9021	ttrimberger@interwestgrp.com
Randy Brumley, ME	Plan Review Engineer	916.230.7396	rbrumley@interwestgrp.com
* Chris Crandall, ICC	Building Inspector	714.745.0658	ccrandall@interwestgrp.com
* Ron Hardeman, ICC	Building Inspector	909.557.8996	rhardeman@interwestgrp.com
Artemio Orozco, ICC	Building Inspector	626.391.9434	aorozco@interwestgrp.com
Richard Maddox, ICC	Building Inspector	702.850.2938	rmaddox@interwestgrp.com
* Olivia Ortiz, ICC	Permit Technician	310.467.8978	oortiz@interwestgrp.com
* Stephanie Gumpert, ICC	Permit Technician	951.489.7834	sgumpert@interwestgrp.com
Jeffrey Tol, ICC	Permit Technician	909.632.3004	jtoll@interwestgrp.com
Minnie Arredondo	Permit Technician	209.620.5900	marredondo@interwestgrp.com
Regina Crowell	Permit Technician	808.866.8710	rcrowell@interwestgrp.com

* Principals and key personnel

PROJECT ORGANIZATION CHART



2.B. EXPERIENCE AND QUALIFICATIONS OF KEY PERSONNEL

In this section, we provide brief biographies of our proposed principals and key personnel, followed by a matrix of professional licenses and certifications for our entire team.

Detailed resumes for our proposed principals and key personnel are included in the Appendix at the end of the proposal.

RON BEEHLER, SE, CBO

PROJECT MANAGER / 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 provided building department assessments on behalf of municipal clients to identify inefficiencies and implement best practice improvements. Additionally, Ron has developed and taught multiple full- and half-day classes on a variety of building code related topics on behalf of CALBO and local International Code Conference chapters throughout the state.

OLIVER ROAN, SE, PE, ICC

PLAN REVIEW 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.

SANDRA SCHMITZ, PE

PLAN REVIEW ENGINEER

Sandra is a registered Civil Engineer with a solid five years of experience, eager to continue learning and growing in the industry. She has already gained valuable experience in both the public and private sector, from performing complex structural analysis and calculations, to internally managing the plan check approval process.

TOM CAMPBELL, PE

PLAN REVIEW ENGINEER

Tom has more than 30 years of experience in the industry, 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 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, and six years in the design, detail and plan review stages of industrial, commercial and residential structures.

CHANDRA DESAI, PE**PLAN REVIEW 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, petrochemical 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.

TONY DORMANESH, PE, CBO, ICC, CASP**PLAN REVIEW ENGINEER / CASP**

Tony spent 31 years in the City of Irvine, with 20 years in the Department of Public Works and the Department of Community Development Building and Safety Division as a Senior Engineer. 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 an ICC Certified Building Official and Plans Examiner.

MARK BERG, CBO, ICC**PLANS EXAMINER**

Mark is an ICC Certified Building Official, Plans Examiner and Building Inspector with experience performing life-safety, architectural, mechanical, plumbing, electrical, and structural reviews in residential, multi-family and commercial projects. Mark has successfully guided department staff with inspection and plan review of all phases of complex construction projects. He is experienced utilizing building department permit tracking software and managing all common building department responsibilities, including plan review, multi-discipline inspections, plan review and inspection scheduling, field supervision, regulatory compliance, code interpretation, and project acceptance. Mark also makes a difference to our clients and those he works with through his skills in complaint resolution, problem solving, damage assessment and team building.

WAYNE WEBB, ICC**PLANS EXAMINER**

Wayne has more than 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.

ED COOKE, CA-MI, CBO, ICC**PLANS EXAMINER / INSPECTOR**

Ed is a Certified Building Official and Inspector with a wealth of knowledge and over 15 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.

HOSSEIN AFROUZEH, ME, EE**PLAN REVIEW ENGINEER**

Hossein is a licensed electrical and mechanical engineer with a rich background in the industry, including 10 years of construction experience and 30 years of design and construction management support experience. 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 midrise 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.

KEY PERSONNEL FOR OPTIONAL SERVICES

CHRIS CRANDALL, ICC

BUILDING INSPECTOR

Chris is a certified Building Inspector with over 15 years of experience. He inspects commercial and residential buildings during various stages of construction and remodeling to ensure compliance with applicable codes, ordinances and regulations.

RON HARDEMAN, ICC

BUILDING INSPECTOR

Ron is an ICC Certified California Residential Building Inspector with over 20 years of industry experience. As the owner/operator of his own construction business for 20 years, Ron met with customers, checked job sites, processed contracts, organized material lists, and dealt with invoicing and accounting, scheduling and supervising subcontractors and day laborers, and various work on job sites including plumbing, electrical, doors, flooring, roofing and framing.

OLIVIA ORTIZ, ICC

PERMIT TECHNICIAN

Olivia has more than a decade of municipal experience and is very familiar with standard procedures, policies, and functions regarding permit and plan check submittals. As a License Permit Specialist for the City of El Segundo, Olivia assisted customers with business license applications and business tax code questions. She calculated, collected and posted fees, balancing daily deposits and contacting businesses when payments were delinquent. She maintained a Laserfiche database and acted as the Accounts Receivable clerk. She maintained monthly Utility User Tax and Transient Occupancy Tax payments and assisted with fiscal year close outs and budget preparations. She also helped train and mentor Permit Technicians.

STEPHANIE GUMPERT, ICC

PERMIT TECHNICIAN

Stephanie is an ICC Certified Permit Technician with a long history of providing top quality customer service. She started her Permit Technician career working as a permit Technician for the City of La Quinta, and has since worked as a Permit Technician for the City of Pomona. Stephanie is dedicated to customer and client satisfaction.

PROPOSED STAFF – LICENSE AND CERTIFICATION MATRIX

<i>Name</i>	<i>Current Licenses/Certifications</i>	<i>License / Certification Number</i>
Ron Beehler, SE, CBO, ICC <i>Project Manager / Principal-in-Charge</i>	Structural Engineer (CA)	S3632
	Professional Civil Engineer (CA)	C39404
	Structural Engineer (NV)	CE019992
	Professional Civil Engineer (NV)	SE019992
	CABO Certified Building Official	1492
	ICC Certified Building Official	801789
	ICC Building Plans Examiner	801789
	ICC Building Inspector	801789
Oliver Roan, SE, PE, ICC <i>Professional Engineer Structural Engineer Plan Review</i>	Professional Structural Engineer (CA)	S3173
	Professional Civil Engineer (CA)	C33484
	ICC California Building Plans Examiner	0858283
Sandra Schmitz, PE <i>Plan Review</i>	Professional Civil Engineer (CA)	C83448

<i>Name</i>	<i>Current Licenses/Certifications</i>	<i>License / Certification Number</i>
Tom Campbell, PE Professional Engineer Plan Review	Professional Civil Engineer (CA) Professional Civil Engineer (NV) Professional Civil Engineer (ID) Professional Civil Engineer (UT)	C37948 018414 P-14808 8317415-2202
Chandra Desai, PE, ICC Professional Engineer Plan Review	Professional Civil Engineer (CA) ICC Building Plans Examiner	C47213 5123683
Tony Dormanesh, PE, CBO, ICC, CASp Professional Engineer Certified Access Specialist Chief Building Official Plan Review	Professional Engineer (CA) Professional Engineer (NV) ICBO Certified Building Official ICC Certified Building Official ICC Plans Examiner Certified Access Specialist	C31619 019497 3807 806772 8067722 CASp-258
Mark Berg, CBO, ICC Building Official Plan Review Inspection	ICC Certified Building Official ICC Certified Building Code Official ICC Certified Fire Code Official ICC Building Plans Examiner ICC Fire Plans Examiner ICC Combination Inspector ICC Building Inspector ICC Fire Inspector I ICC Fire Inspector II	0859362 0859362 0859362 0859362 0859362 0859362 0859362 0859362 0859362
Wayne Webb, ICC Plan Review Inspection	ICC Building Plans Examiner ICC California Building Plans Examiner ICC Commercial Electrical Inspector ICC Electrical Plans Examiner	8003920 8003920 8003920 8003920
Annette Mayfield, ICC, CASp Certified Access Specialist Plan Review	ICC Building Plans Examiner ICC CA Building Plans Examiner Certified Access Specialist Engineer-in-Training	8018477 8018477 CASp-538 EIT-130173
Mark Hankinson, ICC Plan Review Inspection	ICC Accessibility Inspector/Plans Examiner ICC/AACE Property Maintenance & Housing Inspector ICC Residential Building Inspector ICC Commercial Building Inspector ICC Building Plans Examiner ICC Building Inspector ICC Residential Mechanical Inspector ICC Residential Plumbing Inspector ICC Commercial Plumbing Inspector ICC Plumbing Inspector	5111273 5111273 5111273 5111273 5111273 5111273 5111273 5111273 5111273 5111273 5111273
Sal Kaddorah, PE Professional Engineer Plan Review	Professional Civil Engineer (CA) Professional Civil Engineer (NV)	C43757 20795
Van Wilfinger, CBO, ICC Building Official Plan Review Inspection	ICC Building Plans Examiner ICC Building Inspector ICC Certified Building Code Official ICC Combination Inspector ICC Certified Building Official ICC Electrical Inspector ICC Mechanical Inspector ICC Plumbing Inspector	5009643 5009643 5009643 5009643 5009643 5009643 5009643 5009643

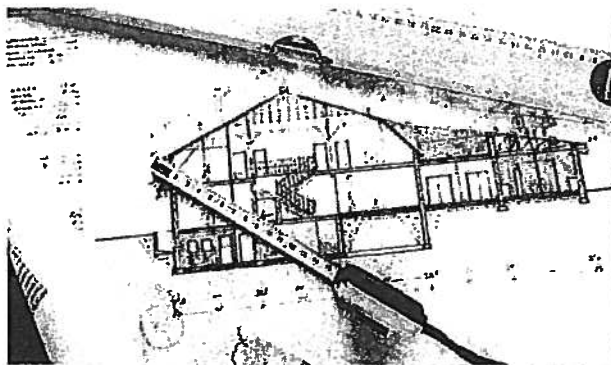
Name	Current Licenses/Certifications	License / Certification Number
Andrew Burke, ICC, CASp <i>Certified Access Specialist Plan Review Inspection</i>	ICC Building Plans Examiner	8250398
	ICC Residential Building Plans Examiner	8250398
	ICC Residential Building Inspector	8250398
	ICC Residential Electrical Inspector	8250398
	ICC Residential Mechanical Inspector	8250398
	ICC Residential Plumbing Inspector	8250398
	ICC Residential Combo Inspector	8250398
	ICC Permit Technician	8250398
	Certified Access Specialist	CASp-710
Ed Cooke, CA-MI, CBO, ICC <i>Building Official Plan Review Inspection</i>	ICC Certified Building Official	5050260
	ICC Building Plans Examiner	5050260
	ICC Building Inspector	5050260
	ICC Plumbing Inspector	5050260
	ICC Plumbing Inspector UPC	5050260
	ICC Residential Electrical Inspector	5050260
	IAPMO Mechanical Inspector	090505
	Professional Mechanical Engineer (CA)	M026359
Thomas Trimberger, ME, CBO, ICC <i>Mechanical Engineer Chief Building Official Plan Review Inspection</i>	ICC Certified Building Official	866408
	ICC Plumbing Inspector UPC	866408
	ICC Mechanical Inspector UMC	866408
	ICC Building Plans Examiner	866408
	ICC Mechanical Plans Examiner	866408
	ICC Mechanical Inspector	866408
	ICC Certified Mechanical Code Official	866408
	ICC Plumbing Plans Examiner	866408
	ICC Plumbing Inspector	866408
	ICC Certified Plumbing Code Official	866408
	LEED Accredited; Build It Green Certified Professional; Build It Green Greenpoint Rater; CABEC Residential & Non-Residential Certified Energy Plans Examiner	
	Professional Mechanical Engineer (CA)	M27117
	Professional Electrical Engineer (CA)	E11588
Hossein Afrouzeh, ME, EE <i>Mechanical & Electrical Plan Review</i>	Professional Mechanical Engineer (CA)	M37959
Randy Brumley, ME <i>Mechanical Engineer Plan Review</i>		
Chris Crandall, ICC <i>Inspection</i>	ICC Certified Building Inspector	5289485
	ICC CA Commercial Building Inspector	5289485
	ICC CA Commercial Mechanical Inspector	5289485
	ICC CA Commercial Plumbing Inspector	5289485
	ICC CA Residential Building Inspector	5289485
	ICC CA Residential Mechanical Inspector	5289485
	ICC CA Residential Plumbing Inspector	5289485
Ron Hardeman, ICC <i>Inspection</i>	ICC CA Residential Building Inspector	8709476
	General Building Contractor (CA)	872621
Artemio Orozco, ICC <i>Inspection</i>	ICC Building Inspector	5299397
	ICC CA Commercial Building Inspector	5299397
	ICC CA Residential Building Inspector	5299397

<i>Name</i>	<i>Current Licenses/Certifications</i>	<i>License / Certification Number</i>
Richard Maddox, ICC <i>Plan Review</i> <i>Inspection</i>	ICC Building Inspector	848507
	ICC Electrical Inspector	848507
	ICC Plumbing Inspector	848507
	ICC Mechanical Inspector	848507
	ICC Combination Inspector	848507
	ICC Master Electrician (NV)	000-001221
	OSHA 10 & 30 Training ATC 20 Post Disaster Training	
Olivia Ortiz, ICC <i>Permit Technician</i>	ICC Permit Technician	8376553
Stephanie Gumpert, ICC <i>Permit Technician</i>	ICC Permit Technician	8327050
Jeffrey Tol, ICC <i>Plan Review</i> <i>Inspection</i> <i>Permit Technician</i>	ICC CA Commercial Building Inspector	8071880
	ICC CA Residential Building Inspector	8071880

2.C. ABILITY TO PERFORM THE SCOPE OF SERVICES

Interwest Consulting Group has a proven track record of providing the same services we propose to the City of Garden Grove to numerous California jurisdictions, and has the resources to remain flexible with experienced staff who are available to provide the services outlined in the RFP.

Interwest is prepared to start providing these services to the City of Garden Grove immediately. We have extensive experience and a proven track record of seamlessly integrating plan review and building inspection services as needed in a cost-effective manner. Our services consist of providing a single staff member or a complete team in the areas of plan review, field inspection and other building services. We tailor our staff to fit the specific needs of our client.



The team we propose is comprised of highly experienced, customer-service oriented professionals who have successfully served many 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 Codes and City and State laws and requirements.*
- ✓ *Licensed Structural Engineers who have extensive experience with large and complex projects.*
- ✓ *CASp Certified Plans Examiners who are intimately familiar with the most up-to-date accessibility regulatory requirements.*
- ✓ *Services in a cost-effective manner that remains within budget constraints.*

- ✓ *Provide pick-up and delivery of all plans to and from the City at no cost to the City.*

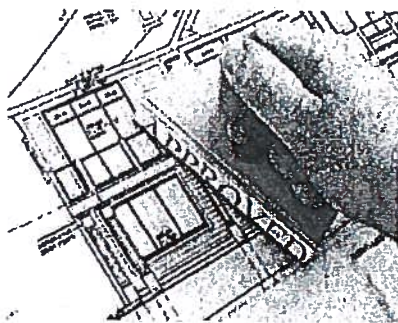
Should the City elect to contract with Interwest for our proposed optional services, we will provide the following:

- ✓ *Certified Inspectors with broad experience in jurisdictional procedures and the highest commitment to customer service.*
- ✓ *CASp Certified Inspectors, who will ensure that buildings comply with the latest accessibility guidelines and requirements.*
- ✓ *ICC Certified Permit Counter Technicians and other experienced Permit Technicians*

PROPOSED APPROACH AND WORK PLAN – PLAN CHECK SERVICES

Upon notice from the City of Garden Grove, Interwest will arrange for pick-up of the plan review documents from the City's office. All plan review services will be performed by a licensed civil or structural engineer, an ICC-certified plans examiner, CASp-certified plans examiner, licensed electrical engineer and licensed mechanical engineer as required depending on the scope and complexity of the given project. Our plans examiners understand and are intimately familiar with applicable building codes and plan review procedures and policies and will readily assist with solutions to complicated plan review issues.

Our plans examiners will review plans for conformance with the latest adopted version of the California Building Code (CBC), California Residential Code (CRC), California Mechanical Code (CMC), California Plumbing Code (CPC), California Electrical Code (CEC), California Fire Code (CFC), California Energy Efficiency Standards, CALGreen, (California Green Building Code), Accessibility and Energy Conservation requirements as mandated by State Title 24, and City of Garden Grove specific regulations and policies, as applicable.



Our staff will work with project applicants and the city staff in a collaborative and professional manner to quickly identify and resolve any violations of codes, standards or local ordinances. We will provide thorough plan reviews in an effort to provide complete and accurate construction documents to minimize questions and problems during the construction phase of projects. Plan review comments will be specific, detailed, complete, and reference plan sheet numbers and code sections where applicable. Interwest will provide a clear, concise and thorough document from which clients, designers, contractors and owners can work. Comment letters will be delivered to the City and other designated recipients (e.g., designers, contractors, owners) via

email, FAX, and/or reliable overland carrier. If requested, Interwest will transmit plan review comments and coordinate re-checks directly with the applicant.

Interwest Consulting Group's staff of engineers and plans examiners are always available and willing to discuss plan review issues for projects that we have reviewed with City staff, applicants, designers and/or contractors via meetings, phone, FAX or e-mail as required to resolve issues. Voice mails, e-mails and faxes will be responded to as quickly as possible, usually within 24 hours. This service will be provided at no additional cost to the City for those projects paid on a percentage fee basis.

Upon completion of our final review, two sets of submitted documents bearing Interwest Consulting Group plan review stamps and a final letter recommending the City's approval of the documents will be submitted to the City of Garden Grove's Building Department for review and approval. In addition, the approval letter will document all red-marked revisions made to the documents by our staff, (with the approval of the City and project designers) and specify any and all conditions of approval that need to be completed by the applicant prior to permit issuance by the

City. The final transmittal will indicate any deferred submittals, special inspection forms, etc. to be included as part of the information to be submitted to the City during construction. The final approved documents will be delivered by Interwest to the City at no additional expense to the City.

In-House Plan Review Services

At the request of the City of Garden Grove, Interwest will provide a qualified plans examiner to perform in-house plan review services on an as-needed basis. One of the plans examiners named in this proposal will be provided based on the type of review needed. Interwest's in-house plans examiner will perform plan reviews using the City of Garden Grove's forms, policies and procedures as required to provide seamless service. Interwest will provide all materials, resources, tools and training necessary for our plans examiners to perform their assigned duties. Our in-house plans examiners will perform their required duties under the direction of City staff.

Special Projects

Interwest is able to accommodate special project plan review needs such as fast-track, multi-phased, or accelerated plan reviews. 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.

Electronic Plan Review Services

Interwest currently provides electronic plan review services for multiple jurisdictions throughout California and we are prepared to provide electronic plan check services for the City of Garden Grove.

Many jurisdictions are seeing the benefits of electronic plan review, especially for large, complex projects. Electronic plan review services deliver many benefits to cities, including substantially improved turnaround times; 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 method that is utilized. Our goal is always to collaborate with and support the building department by providing thorough, accurate and timely plan reviews.

Code Interpretations

Code interpretations are subject to final review and approval by the Chief Building Official. Interwest's engineers and plans examiners will provide unbiased recommendations and background information to help the Building Official make an informed decision. Interwest staff will act as a liaison to the City of Garden Grove's Chief Building Official or Director of Community Development and Planning. All plan review comments are subject to review and approval by the City.

Plan Review Tracking & Billing Process

We will create and maintain a Jurisdiction File containing our research and procedural information gleaned while providing services to the City of Garden Grove. We will utilize this information to ensure the services we provide to the City of Garden Grove are seamless, consistent, and meet the City's expectations and standards. Interwest uses a custom-designed database to maintain, track and schedule all permit application documents throughout the review process from the moment you request a shipment to delivery of the final, approved documents. We utilize an electronic invoicing system to ensure accurate and timely invoices.

Internal Plan Review Tracking System

Interwest will utilize our custom designed plan review tracking system to track all information pertinent to each plan review project. Information such as the project name, city project number, date project was received, date all services were completed, resubmitted dates, assigned plans examiners, plan review cycle, and current plan review status are

tracked. This customized database can also be viewed by City personnel. We will provide you with a private and secure login that allows you to check, at any time, the status of a plan review project.

Plan Check-Related Meetings

Our plans examiners and inspectors are available for pre-construction or pre-design meetings, field visits, meetings with the design team, the construction team and project owners for assigned projects as needed at no cost to the City. With some reasonable limitations, Interwest's staff will be available to attend up to three pre-construction or pre-design meetings associated with projects that we will plan review are considered as part of our plan review services. Our team of plans examiners and inspectors are always willing to meet with applicants, designers, contractors and City staff as required to resolve plan review or construction-related issues.

Our Staff's Technical Capabilities for Plan Review

Our proposed staff possesses significant technical capabilities in all areas of plans examination competence.

Architectural / Fire & Life Safety

Interwest's non-structural plans examiners furnish plan review services for a vast array of projects including large residential, commercial, institutional, industrial, retail, and OSHPD 3 medical office buildings. Many of our plans examiners are CASp certified. 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 Code of Regulations,
Title 24, Parts 1 through 6, 8, 9,
10, 11 and 12, including the CA
Building Codes | ✓ ANSI Standards |
| ✓ International Building Code (IBC) | ✓ NFPA Codes & Standards |
| | ✓ Jurisdiction-Adopted
Amendments or
Ordinances |

Structural

Our structural plan reviewers will verify that structural designs are in compliance with submitted Geotechnical Report findings and recommendations and Ground Motion Hazard Analysis recommendations for design and construction. Our structural engineers have experience designing and reviewing projects with virtually all building materials, including the following.

- | | |
|-------------------------------|-----------------------------|
| ✓ Wood | ✓ Structural Steel |
| ✓ Masonry | ✓ Light Gauge Steel Framing |
| ✓ Heavy Timber / Timber Frame | ✓ Straw Bale |
| ✓ Concrete | ✓ Rammed Earth |

Our engineers have designed or reviewed a wide array of structural lateral force resisting systems including:

- | | |
|--------------------------------------|--|
| ✓ FEMA Compliant Steel Moment Frames | ✓ Masonry Shear-wall Systems |
| ✓ Buckling Restrained Braced Frames | ✓ Concrete Shear-wall Systems |
| ✓ Eccentric Braced Frames | ✓ Cantilevered Column Systems |
| ✓ Concentric Braced Frames | ✓ Pre-Stressed / Post-Tensioned Concrete |
| ✓ Concrete Moment Frames | ✓ Various Proprietary Lateral Force Resisting
Systems |
| ✓ Wood Shear-wall Systems | |

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

- | | |
|---|-------------------------------------|
| ✓ Title 24, Part 2, Volume 2,
California Code of Regulations | ✓ International Building Code (IBC) |
| | ✓ AISC 341 & 360 |

- ✓ ASCE 7-10
- ✓ AISC Standards for Cold Formed Steel
 - ✓ FEMA 350, 351 & 353
 - ✓ ANSI / AF&PA NDS

- ✓ ACI 318 (Concrete)
- ✓ NEHRP
- ✓ ACI 530 (Masonry)
- ✓ CA Historic Building Codes
- ✓ CA Existing Building Codes

Mechanical, Plumbing & Electrical

Interwest staff is well versed in the California Mechanical, California Plumbing and the California Electrical codes. We review submitted design documents to ensure compliance with applicable codes. All staff is 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 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
- ✓ International Mechanical Code
- ✓ International Plumbing Code
- ✓ NFPA Standards 13 (automatic fire sprinkler systems)
- ✓ NFPA Standards 14 (standpipes)
- ✓ NFPA Standards 20 (fire pumps)
- ✓ NFPA Standards 72 (fire alarms)
- ✓ International Mechanical Code
- ✓ NFPA Standards 99 (medical gases)
- ✓ NFPA 101 Life Safety Code
- ✓ FEMA & NEHRP Requirements for Existing Building

T24 Energy

Our engineers and plan reviewers are up to date on all California Energy requirements as they relate to both new and remodel construction for 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. The most recent standards (2016) went into effect on January 1, 2017, and the 2019 standards are currently in development.

Green Building Standards

Our staff is familiar with the incorporation of CALGreen building concepts into project designs and its potential impact from the building code. 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. We have also plan reviewed straw bale, stress skin, and insulated concrete form constructed homes.

LEED

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, CO2 emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts. Our plans examiners and building inspectors have successfully plan reviewed and inspected LEED certified buildings.

ADA Evaluation & Compliance Review

Our architects and plans examiners are fully trained and familiar with CA Building Code Access 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.

Certified Access Specialist (CASP)

Interwest has CASp-certified individuals on staff knowledgeable of state and federal accessibility laws and regulations and possesses the expertise necessary to promote access to facilities for persons with disabilities. In accordance with newly formed rules and regulations, we have on staff adequate numbers of CASp-certified professionals and will comply with regulations to provide a sufficient number of building inspectors who are CASp-certified.

All of Interwest's CASp-certified professionals are knowledgeable of state and federal accessibility laws and regulations. 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.

When requested, Interwest's CASp professionals can perform site visits to review accessibility features in order to verify existing conditions and identify areas of non-compliance with applicable state accessibility regulations. Upon completion of our field work, when necessary, a comprehensive report will be prepared identifying areas of the subject building and associated building site that are out of compliance. For each noted deficiency, a recommendation as to how compliance may be achieved will be provided. Our services may include recommendations for a transition plan outlining suggestions for completing required building and site upgrades.

Flood Zones

Interwest's staff of engineers and plans examiners have experience in providing plan reviews for projects located in flood zones, as several of our clients have developments that occur in areas prone to flooding. Interwest's staff has provided numerous plan reviews for projects located in flood zones using FEMA's Technical Bulletins as well as the local jurisdictions ordinances. In addition, members of Interwest's staff have participated in state-sponsored committees to establish guideline and regulations for construction in areas designated as flood zones.

OSHPD 3

Our staff of plans examiners has extensive experience in providing plan reviews for OSHPD 3 projects. Interwest has provided numerous OSHPD 3 plan reviews for clients. Our staff is well versed with the OSHPD 3 requirements contained in the California Building Code. We also employ an OSHPD certified inspector who has recently provided inspection services on behalf of our clients for hemodialysis, outpatient surgery, hyperbolic chamber and general medical clinics.

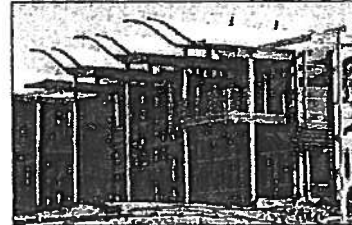
2.D. EXPERIENCE PERFORMING SIMILAR PROJECTS

Below, we provide samples of recent similar work performed for Southern California clients comparable to the City of Garden Grove.

NEWPORT BEACH CIVIC CENTER | CITY OF NEWPORT BEACH

Interwest Consulting Group provided plan review services for the structural, fire & life safety, electrical, plumbing, mechanical, and fire portions of the project which included construction of a new civic center, parking structure, library expansion and 16 acre Public Park.

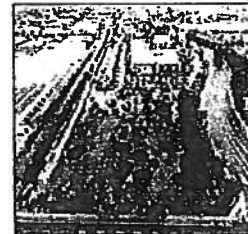
This \$130 million project consisted of: a 103,000 square foot, two story City Hall Office Building, a 25,850 square foot, one story City Hall Assembly Building, a 67,370 square foot, two story addition to an existing Library, and a 155,000 square foot, three story Parking Structure. Also included in the project is a 16 acre park containing numerous retaining walls, pedestrian bridges and a pedestrian bridge connecting two portions of the park. The City Hall Office Building is characterized by waved roofs to simulate ocean waves. The Council Chambers Building is characterized by a cloth sail to simulate a ship's sail.



The City Hall Office Building, City Hall Assembly Building, the Council Chambers Building and the Library Expansion are constructed of structural steel supporting steel decking with concrete fill at the second floor levels and steel decking at the roof level. The lateral force resisting system for the City Hall Office Building and the City Hall Assembly Building incorporate buckling restrained braced frames to resist lateral seismic loads. The Parking Structure is constructed of poured-in-place concrete columns supported post-tensioned concrete floor slabs. The lateral force resisting system for the Parking Structure consists of concrete shear walls.

LA CHARGERS TRAINING FACILITY | CITY OF COSTA MESA

Interwest staff provided rough and precise grading plan check for the Chargers new Training Facility in the City of Costa Mesa. This 3.5 acre project involves the construction of a new football training facility with on-site water relocation, the demolition of a parking area north of the football field, and a state of the art drainage system that meets NFL standards. Precise grading comments addressed drainage and accessibility concerns for the site. Interwest also provided plan review for proposed fencing surrounding the area.



SPORTS & RECREATION CENTER | CITY OF LAKE FOREST

Interwest was pleased to provide services on one of the largest (86 acres!) sport parks in Orange County and a premier project for the City of Lake Forest. Interwest employees were responsible for the structural, electrical, mechanical, and plumbing plan review for the main Recreational Center and Gymnasium and two outer buildings.

The park has 57 acres devoted to sports fields and a multi-functional center. Amenities include 5 Baseball/Softball Diamonds, 3 Natural Turf Soccer Fields and 2 Synthetic Turf Soccer Fields, a 27,000 Square Foot Recreation Center/Gymnasium, 2 Restroom and Concession Buildings, 38 Sports Field Lights, 2 Outdoor Basketball Courts, 8 Gazebo Picnic Structures, 2 Playgrounds/Tot Lot, over 500 Parking Spaces, and a Hiking Trail.



MAYFAIR HOTEL | CITY OF POMONA

The Mayfair is a downtown icon and a landmark for the City of Pomona. The Interwest team provided building plan review services on the Mayfair Hotel. Our experienced engineers reviewed the project design, which included both structural and non-structural elements. The five story hotel delivers 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 | CITY OF POMONA

Interwest Consulting Group was honored to work on such a premier project for the City. Our staff provided complete building plan review for the Western University Campus. As part of a growing campus Interwest provided plan review 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.

KOLL CENTER | CITY OF IRVINE

Interwest provided complete architectural, structural, mechanical, electrical and plumbing plan review for this 6-story high rise building. This project included over 1,500,000 square feet and post-tensioned parking structures.

UCI CENTER | CITY OF IRVINE

Interwest provided complete architectural, structural, mechanical, electrical and plumbing plan review for 500,000 square feet of retail, office and entertainment space at the new UCI Center. This plan was checked using an e-plan check, computerized system.

THE CLASSICS AT RIVER VILLAGE (LENNAR HOMES) | CITY OF SANTA CLARITA

Interwest staff performed complete architectural, structural, mechanical, electrical and plumbing plan review for these wood framed (construction type VB, occupancy type R3) model homes. This development is located in a high fire zone and all reviews were completed in an expedited time frame. This project also included complete Solar Photo Voltaic Reviews.



FIVE KNOLLS COMMUNITY | CITY OF SANTA CLARITA

Interwest provided complete architectural, structural, mechanical, electrical and plumbing plan review for this 247-acre, master-planned community with homes ranging from 2,000-3,400 square feet. These are wood framed homes with the construction type of VB and occupancy type R3. Thoughtful planning and natural elements join six new residential neighborhoods to be surrounded by natural trails, open space and an abundance of recreation and five distinctive knolls. Plan review consisted of all single family models, recreation centers and park buildings.



LUXEN HOTEL NEWHALL | CITY OF SANTA CLARITA

Interwest provided complete architectural, structural, mechanical, electrical and plumbing plan review on this 3-story, 25,804 square foot hotel (occupancy group R1, construction type VA). Plan review also included a 12,588 square foot parking garage. This \$3.6 million project is currently under construction.

SANTA CLARITA STUDIOS | CITY OF SANTA CLARITA

Interwest provided complete architectural, structural, mechanical, electrical and plumbing plan review on this 2-story Filming Studio. The plan review included a 15,365 square foot addition and 20,455 square feet of Tenant Improvements. This \$4.4 million Concrete Tilt Up project was a very high profile project with all plan reviews being completed on an expedited time frame.

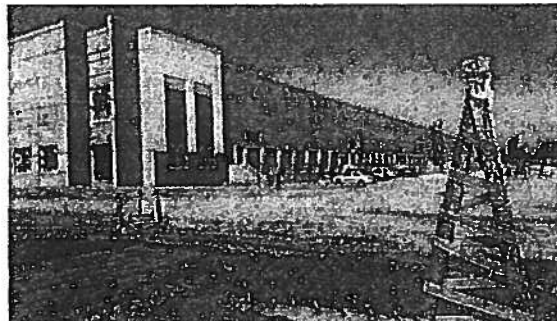


HOLIDAY INN EXPRESS | CITY OF SANTA CLARITA

Interwest is providing complete architectural, structural, mechanical, electrical and plumbing plan review on this 4-story, 62,849 square foot hotel. This high profile project consists of a wood and steel moment frame and construction type VA, occupancy group R1. This \$8.9 million project is being completed with an expedited time frame.

BRICKYARD | CITY OF COMPTON

The Brickyard Project consists of two large tilt-up warehouse shell buildings. Building 1 has a total square footage of 514,396 sq. with an occupant load of 1029 and Building 2 has a total square footage of 471,930 sq. ft. with an occupant load of 944. Both buildings are Type III-B Construction with Type B, S-1 and F-1 Occupancy Groups and are fully sprinklered. The Brickyard project included extensive construction within the public right-of-way and included the coordination with multiple outside agencies for coordination of street and utility improvements, routing,

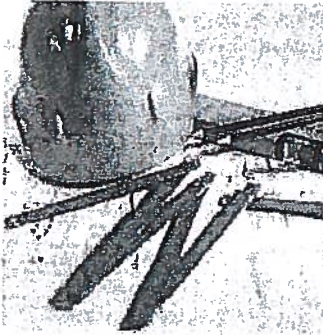


design and construction, design and construction of new signalized intersections, construction of extensive on site improvements, filing of a final map to consolidate the existing parcels into two parcels, along with the construction of two large warehouse shell buildings. Both buildings were constructed using concrete tilt-up load bearing wall panels supporting the roof structure which consisted of open-webbed steel girders and joists supporting wood stiffeners and plywood sheathing. The roof structure was supported by steel tube columns at the interior of the buildings. The foundation for the buildings consisted of conventional spread footings below the interior columns and continuous spread footings below the wall panels. The height of the wall panels exceeded 40' to accommodate high pile storage. Interwest Consulting Group provided building plan review services, fire plan review services, on-site civil plan review services, review of the final map and review of the public improvement plans. In addition, Interwest Consulting Group provided inspection of the off-site public improvements, inspection of the on-site civil improvements and the building inspection services. The Brickyard project was reviewed and inspected for compliance with the 2013 California Codes as well as applicable State, Regional and City standards and regulations. Interwest staff of engineers, plans examiners and inspectors worked closely with the developer, designers, contractor and City Staff in a collaborative and professional manner for a successful project outcome of this high profile project.

2.E. OPTIONAL: ADDITIONAL CONTRACTUAL POSITIONS

We understand that the City of Garden Grove may be interested in contracting for additional building safety services, including but not limited to building inspection and permit technician services, and we have included optional staff in our organizational chart in Section 2.a, as well as resumes for optional key personnel in the Appendix.

BUILDING INSPECTION SERVICES



Interwest Consulting Group will provide certified building inspectors to the City on an as-needed basis. Interwest's staff of ICC/CASp certified inspectors have performed inspection services on a wide variety of construction projects including many large custom homes, new residential developments, and commercial, institutional, essential service buildings and industrial projects such as power plants and electrical wind turbines. When necessary for large or fast-track projects, multiple inspectors are available. We will provide our inspectors with all tools, reference materials, equipment, cell phones and a vehicle as needed for performance of their duties at no additional charge to the City. All vehicles will be well maintained, clean, free of damage and will be in safe operating condition. The City of Garden Grove shall provide City specific policy training and provide the necessary City maps, forms and data entry

training.

We understand that personality and customer service is crucial to on-the-job success, therefore, we will select inspectors who are well versed in customer service and skilled in dealing with people both at the public counter and in the field. All inspection personnel assigned will be ICC and/or CASp certified as required. Our inspectors are able to read, understand and interpret construction documents, truss drawings and calculations, prepare and maintain accurate records and reports, communicate effectively orally and in writing and work effectively with contractors, the public and City staff. Inspectors will possess knowledge of approved and modern methods, materials, tools and safety used in building inspection and the most current building standards.

Our inspection services include but are not limited to:

- ✓ Perform all necessary building inspections in a timely and courteous manner.
- ✓ Resolve code interpretation issues in the field.
- ✓ Enforce compliance with the conditions of approval and the code requirements set forth on the plans for which a permit was issued.
- ✓ Observe each project at the completion of the various stages of construction for compliance with the appropriate building code, State disabled access and energy regulations.
- ✓ Identify issues of non-compliance with applicable building codes.
- ✓ Ensure that adequate records are maintained for all building inspection activities.
- ✓ Administrative duties including but not limited to scheduling of inspections and record keeping.
- ✓ Coordinate with the Code Enforcement Officer on building code violations.
- ✓ Coordinate with Public Works Inspectors on matters involving public water, sewer, storm drainage and street improvements.

Inspections performed by Interwest's inspectors will be performed in accordance with the City's adopted version of the California Building Code, California Residential Code, California Green Building Code, California Mechanical Code, California Plumbing Code and the California Electrical Code. Projects will also be inspected for conformance with the accessibility, noise and energy conservation requirements as mandated by State of California Title 24 and all applicable ordinances. Interwest's inspectors will inspect projects for conformance with approved drawings and specifications which will include review of the permit documents to verify that onsite conditions are consistent with the approved documents for square footage, setbacks, heights and any other applicable conditions. At the completion of inspections, Interwest's inspectors will complete all necessary City forms and documents as required to provide seamless service and enter all inspection records into the City's Accela permit tracking system. Interwest's inspectors will participate in and attend inspection staff meetings and training events sponsored by the City.

Staff assigned to the City of Garden Grove will contact the Principal Building Inspector or Building Official for interpretations, local ordinances, local preferences, alternate materials and exceptions/alternates to the model codes. They will report directly to the Principal Building Inspector or other person designated for all project-related work, items, if any, which cannot be resolved between the project inspector(s) and the contractor. Interwest's inspectors will coordinate on all certificates of occupancy to ensure that all City departments and regulatory agencies have approved the project.

PERMIT TECHNICIAN SERVICES

Interwest Consulting Group will furnish exceptionally qualified, personnel as required for the City's front counter as needed. All staff operates as an extension of the City's team, understands the importance of exemplary customer service, are knowledgeable on the inner-workings of building departments and are thoroughly familiar with the building application and permit process.



Our permit technicians are familiar with a multitude of jurisdictional scheduling and tracking systems and can quickly adapt to City requirements. Many of our staff are also dual-role employees and can serve as both inspection and front counter support. Personnel work collaboratively with applicants and have a "can do" attitude to help resolve issues and minimize anxiety for applicants. Qualified candidates will be presented for City approval. Office personnel can provide the following, but are not limited to:

- ✓ *Provide customer support and assistance at the permit center counter and over the phone.*
- ✓ *Assist the public in completing permit applications and other necessary forms*
- ✓ *Determine permit, plan and process requirements for permit applicants and notifying the applicant when construction documents or permits are ready for pick up or issuance.*
- ✓ *Answer questions quickly and correctly directly from the public, from phone calls and emails*
- ✓ *Receive, process and issue building permits and coordinate the plan review and inspection process, including tracking, routing and storage of plans*
- ✓ *Review permit application and other pertinent information to verify accuracy and completeness of information*
- ✓ *Maintain a variety of public records and filing systems necessary for tracking in-progress applications, permits issued, plan checks in progress, approved plans and other counter related items.*
- ✓ *Verify projects have obtained all necessary approvals before issuing permits and that the following have been filed with the City: valid contractor's license, works' compensation and valid business license information.*
- ✓ *Review and approve less complicated non-structural plan checks over the counter.*
- ✓ *Create public informational documents, handouts explaining technical issues or requirements for permit issuance, if needed*
- ✓ *Welcome and receive customers at the public services counter in a professional and courteous manner.*

ADDITIONAL BUILDING SAFETY SERVICES

Interwest offers additional building safety services, including staff augmentation services for Building Officials and Deputy Building Officials, Code Enforcement and Fire Protection Engineer plan review and inspection services. We would be happy to provide more information on these services at the City's request.

SECTION 3

REFERENCES

3.A. CLIENT REFERENCES

The client references listed below may be contacted to verify Interwest's experience and qualifications to provide the services we propose to the City of Garden Grove.

CITY OF POMONA

Mark Lazzaretto, *Director of Planning*
mlazzaretto@ci.pomona.ca.us | 909.620.2090
505 S. Garey Avenue
Pomona, CA 91766

CITY OF COSTA MESA

Charles Chamoun, *Chief Plans Examiner*
Charles.Chamoun@costamesaca.gov | 714.754.5614
77 Faire Drive
Costa Mesa, CA 92626

CITY OF LAKE FOREST

Gayle Ackerman, *Director of Development Services*
gackerman@lakeforestca.gov | 949.461.3460
25550 Commercentre Drive
Lake Forest, CA 92630

CITY OF SANTA CLARITA

John Caprarelli, *City Building Official*
jcaprarelli@santa-clarita.com | 661.255.4396
23920 Valencia Blvd., Ste. 140
Santa Clarita, CA 91355

CITY OF IRVINE

Joe Kirkpatrick, *Building Official*
jkirkpatrick@ci.irvine.ca.us | 949.724.6320
1 Civic Center Plaza
Irvine, CA 92623



SECTION 4**RATE AND SERVICE STRUCTURE**

As specified in the RFP, this section has been submitted in a separate sealed envelope.

APPENDIX**RESUMES OF PROPOSED KEY PERSONNEL**

Following this page, we have provided resumes for each of the key personnel proposed to provide these services to the City of Garden Grove. Our proposed team – including principals, key personnel and project staff – have extensive experience providing identical services to municipal clients across the State of California and other Western states.

At the City's request, we would be happy to provide resumes for our other proposed non-key project staff.



**INTERWEST
CONSULTING
GROUP**

www.interwestgrp.com

EDUCATION

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

**REGISTRATIONS
CERTIFICATIONS**

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

**AFFILIATIONS
ACCOMPLISHMENTS**

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, ICC

**Director of Building Safety Services
Project Manager | 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 (OSHPD).

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.

PROJECT SPECIFIC EXPERIENCE

Director, Building & Safety Services

2006-Present Interwest Consulting Group

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

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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**Supervising Engineer | Building Inspection Division
2002-2003 City of Sacramento**

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**

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.



**INTERWEST
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GROUP**

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EDUCATION

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

Bachelors of Science, Civil Engineering
Chung Yaun University

**REGISTRATIONS
CERTIFICATIONS**

CA Professional Structural Engineer
No. S3173

CA Professional Civil Engineer
No. C33484

International Code Council / 858283
ICC Certified Building Plans Examiner

Oliver J. Roan, SE, PE

**Professional Civil & Structural Engineer | Certified
Plans Examiner**

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.

PROJECT SPECIFIC EXPERIENCE

Civil/Structural Engineer | Plans Examiner

2012-Present Interwest Consulting Group

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

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.



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CONSULTING
GROUP

www.interwestgrp.com

Structural Engineer | Supervisor

1989-2008

City of Los Angeles

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



**INTERWEST
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GROUP**

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EDUCATION

Bachelor of Science
Architectural Engineering
California Polytechnic State University,
San Luis Obispo, CA
2011

Master of Arts
Art History
University of California, Riverside, CA
2015
Emphasis in 19th & 20th century
American architectural history, urbanism,
and historic preservation

**REGISTRATIONS
CERTIFICATIONS**

CA Registered Civil Engineer | 83448

**PROFESSIONAL
AFFILIATIONS**

Adjunct Professor of Architecture,
California Baptist University, Riverside, CA
August 2015 - Present

Sandra Schmitz, PE

Professional Engineer | Plans Examiner

Sandra is a registered Civil Engineer with 7 years of experience, eager to continue learning and growing in the industry. She has already gained valuable experience in both the public and private sector, from performing complex structural analysis and calculations, to internally managing the plan check approval process.

PROJECT SPECIFIC EXPERIENCE

Plan Check Engineer

2016-Present Interwest Consulting Group

Sandra has been providing plan review services for the Cities of Pomona, Upland and Lake Forest. Sandra utilizes her code knowledge and engineering skills to facilitate efficient plan review services on behalf of the clients she serves.

Historic Preservation Intern

2015-2016 City of Ontario, Planning Department

In this position, Sandra conducted research for the designation and removal of properties from local historic resource databases. She assisted with planning community outreach events including the creation of invitations, brochures, press releases, and a photo calendar. Sandra also updated the local California Historical Resources Inventory Database (CHRID) with Ontario landmark and historic district properties, and performed survey of current parking availability and building use in downtown Ontario.

Project Engineer & CAD Draftsman

2012-2014 RM Byrd & Associates Engineering

Sandra performed complete structural analysis and design of new wood, steel, and masonry construction including fire stations, office buildings, and educational facilities. She designed structural renovations for existing buildings including tenant improvements and seismic rehabilitations, and participated in construction administration. During this time, she also managed the plan check approval process for projects submitted to city building departments as well as projects submitted to the Division of the State Architect. She also produced complete sets of structural AutoCAD drawings.

Project Engineer & CAD Draftsman

2011-2012 EW Webb Engineering

As a project engineer, Sandra performed structural calculations for wood-framed residential structures as well as concrete, masonry, and steel commercial projects. She assisted in multiple phases of architectural and structural design for new construction in addition to renovations and additions to existing structures. It was her responsibility to produce complete sets of structural AutoCAD drawings.



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EDUCATION

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

**REGISTRATIONS
CERTIFICATIONS**

Professional Engineer, California
No. 37948
Professional Engineer, Nevada
No. 18414
Professional Engineer, Idaho
No. 14808
Professional Engineer, Utah
No. 8314715-2202

Tom Campbell, PE

Professional Engineer | Senior Plan Review Engineer

Tom has 37 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.

PROJECT SPECIFIC EXPERIENCE

Supervising Plan Review Engineer

2006-Present Interwest Consulting Group | CA

One of our longest standing Building and Safety professionals, Tom's main 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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EDUCATION

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

**REGISTRATIONS
CERTIFICATIONS**

CA Professional Civil Engineer | 47213

International Code Council | 5123683
Building Plans Examiner

Chandra Dasai, PE

Professional Engineer | Senior Plan Check 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.

PROJECT SPECIFIC EXPERIENCE

Plan Check Engineer

2014-Present Interwest Consulting Group

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

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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EDUCATION

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

**REGISTRATIONS
CERTIFICATIONS**

CA Registered Professional Engineer
C31619

NV Registered Professional Engineer
019497

International Code Council | 806772

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

AWARDS

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, CBO, ICC, CASp

**Professional Engineer | Certified Building Official |
Senior Plan Check Engineer | Certified Access Specialist**

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.

PROJECT SPECIFIC EXPERIENCE

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.

GENERAL EXPERIENCE

- 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.

SAMPLE PROJECTS

- **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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EXPERTISE

Building Plans Examination
Building Inspections
Codes & Regulations
Code Enforcement

EDUCATION

Bachelors, Public Administration
Minor In English
California Baptist University
2003

Associates of Science, Construction
Technology
Riverside Community College
1999

Associates, Physical Education
Riverside City College
1983

**REGISTRATIONS
CERTIFICATIONS**

International Code Council | 0859362

ICC Certified Building Official
ICC Certified Building Code Official
ICC Certified Fire Code Official
ICC Certified Building Plans Examiner
ICC Fire Plans Examiner
ICC Combination Inspector
ICC Certified Building Inspector
ICC Certified Fire Inspector I
ICC Certified Fire Inspector II

AFFILIATIONS

CALBO – Damage Assessment Committee
State Building Codes Committee
CACEO
CEC
ICC – Administrative Committee
NFPA – Building Systems Committee
IAPMO – Code Interpretation Committees for
UPC, UMC
IAEI
City of Riverside Parks, Recreations and
Community Services Commission

Mark Berg, CBO, ICC

Certified Building Official | Plans Examiner | Building Inspector

Mark is an ICC Certified Building Official, Plans Examiner and Building Inspector with experience performing life-safety, architectural, mechanical, plumbing, electrical, and structural reviews in residential, multi-family and commercial projects. Mark has successfully guided department staff with inspection and plan review of all phases of complex construction projects. He is experienced utilizing building department permit tracking software and managing all common building department responsibilities, including plan review, multi-discipline inspections, plan review and inspection scheduling, field supervision, regulatory compliance, code interpretation, and project acceptance. Mark also makes a difference to our clients and those he works with through his skills in complaint resolution, problem solving, damage assessment and team building.

PROJECT SPECIFIC EXPERIENCE

Building Official, Life Safety Plans Examiner & Building Inspector

2017-Present Interwest Consulting Group

Performing comprehensive plan review and inspection services for client agencies. Reviews residential and non-residential plans for compliance with California Building, Life Safety, Fire, Plumbing, Mechanical, Electrical Codes, Energy Standards, state and local building codes, policies, amendments, and ordinances.

Building Official

2015-2017 City of Redlands

Supervised staff coordination with cities, agencies and the public on various Technical or legal aspects of programs. Performed the most complex and difficult plan checks for both building and fire life safety. Reviewed the new and existing codes and regulations and recommended revision to current ordinances, policies, and inspection methods to meet new requirements. Investigated violations of building construction codes and determined necessity for issuance of legal complaints. Prepared and responded to correspondence pertaining to code enforcement matters including Notices and Orders to Comply, Abatement Notices, and requests for information.

Building Official

2014-2015 City of Colton

Supervised staff coordination with cities, agencies and the public on various technical or legal aspects of programs. Performed the most complex and difficult plan checks for both building and fire life safety. Reviewed the new and existing codes and regulations and recommended revision to current ordinances, policies, and inspection methods to meet new requirements. Investigated violations of building construction codes and determined necessity for issuance of legal complaints. Prepared and responded to correspondence pertaining to code enforcement matters including Notices and Orders to Comply, Abatement Notices, and requests for information.

Building Inspector Supervisor

2011-2015 City of Rancho Cucamonga

Reviewed new and existing codes and regulations; recommended revision to ordinances, policies, and inspection methods when needed to meet new



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requirements or improve existing procedures. Developed, maintained, and distributed resource material, including guidelines for code interpretation to ensure uniform methods of inspection and enforcement. Oversaw the plan examination process, inspections, documentation activities and the development process. Provided customer service at the front counter as well as on the telephone for code interpretations, plan submittal and permit issuance. Supervised entire inspection staff and reviewing the quality and quantity of work produced. Performed the most complex and difficult plan checks for both building and fire life safety.

Building Official (JAS Pacific)

2010-2011 City of El Monte & Hawaiian Gardens

Oversaw staff coordination with cities, agencies and the public on various technical or legal aspects of programs. Performed the most complex and difficult plan checks for both building and fire life safety. Reviewed the new and existing codes and regulations; recommended revision to current ordinances, policies, and inspection methods to meet new requirements. Investigated violations of building construction codes and determined necessity for issuance of legal complaints.

Code Enforcement Officer (JAS Pacific)

2009-2010 City of Desert Hot Springs

Supervised the day-to-day operations of the Code Compliance Department. Monitor Code Compliance staff to make sure they have met and responded to the Department's customer service objectives, standards and goals and follows procedures and policies of the department and division. Served as the liaison between the City Departments and the City Attorney's Office regarding code compliance cases requiring legal action. Conducted field checks and monitored certain businesses and properties relative to a variety of mitigation measures imposed as part of the discretionary zoning/land use process. Prepared and responded to correspondence pertaining to code enforcement matters including Notices and Orders to Comply, Abatement Notices, and requests for information.

Building Official

2006-2009 City of Norco

Supervised staff coordination with cities, agencies and the public on various technical or legal aspects of programs. Performed the most complex and difficult plan checks for both building and fire life safety. Reviewed the new and existing codes and regulations and recommended revision to current ordinances, policies, and inspection methods to meet new requirements. Investigated violations of building construction codes and determined necessity for issuance of legal complaints.

Building Division Manager

2004-2006 County of Riverside

Handled difficult public relations problems, directs investigations of complaint or problems, and recommends resolutions. Assisted in arranging and conducting classroom and on-the-job training sessions for the technical personnel and counter staff. Advised the inspectors on alternate methods of construction in specific instances; provided expert advice and recommendations to both the building inspectors and public. Supervised the plan examination process, inspections, documentation activities and the development process.



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Principal Building Inspector / Chief Disabled Access Compliance
2003-2004 County of Riverside

Performed the most complex and difficult plan checks for both building and fire life safety. Developed, maintained, and distributed resource material, including guidelines for code interpretation to ensure uniform methods of inspection and enforcement. Developed and implemented classroom and on-the-job training sessions for technical personnel. Reviewed technical documents for completeness; reviewed commercial buildings and all related technical documents; prepared reports and conferred with other professionals in the field of work.

Building Inspector Supervisor
2001-2003 County of Riverside

Reviewed new and existing codes and regulations; recommended revision to ordinances, policies, and inspection methods when needed to meet new requirements or improve existing procedures. Developed, maintained, and distributed resource material, including guidelines for code interpretation to ensure uniform methods of inspection and enforcement. Supervised the plan examination process, inspections, documentation activities and the development process. Provided customer service at the front counter as well as on the telephone for code interpretations, plan submittal and permit issuance. Supervised entire inspection staff and reviewed the quality and quantity of work produced. Performed the most complex and difficult plan checks for both building and fire life safety.

Building Inspector II
2000-2001 City of Irvine

Inspected residential, commercial, and industrial projects to comply with the UBC, UMC, UPC and the NEC along with the State Energy codes and Disabled Access Regulations. Reviewed commercial construction plans and related technical documents for completeness; prepared reports and met with other staff members in the field of work. Performed the most complex and difficult plan checks for both building and fire life safety.

Plans Examiner - Sr. Building Inspector
1991-2000 City of Irvine

Inspected residential, commercial, and industrial projects to comply with the UBC, UMC, UPC and the NEC along with the State Energy codes and Disabled Access Regulations. Reviewed commercial construction plans and related technical documents for completeness; prepared reports and met with other staff members in the field of work. Performed the most complex and difficult plan checks for both building and fire life safety.

Plans Examiner - Sr. Building Inspector
1991-2000 City of Temecula

Oversee the plan examination process, inspections, documentation activities and the development process. Provide customer service at the front counter as well as on the telephone for code interpretations, plan submittal and permit issuance. Have the ability to review technical documents for completeness, ability to review commercial buildings and all technical documents for them as well, prepare reports and meet with other professionals in the field of work. Have the ability to supervise entire staff and review the quality and quantity of work produced. Performed the most complex and difficult plan checks for both building and fire life safety.



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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 Certified Electrical Plans Examiner

ICC Certified Building Plans Examiner

AFFILIATIONS

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

Wayne Webb, ICC

ICC Certified 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 installations 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 Notifier 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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EDUCATION

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

REGISTRATIONS CERTIFICATIONS

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

PROFESSIONAL AFFILIATIONS

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 over 17 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.

PROJECT SPECIFIC EXPERIENCE

Inspector Supervisor and Plans Examiner

2010-Present Interwest Consulting Group

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

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

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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Superintendent of Custom Homes Division

1997-2000

Executive Plumbing, Heating & Air

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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EDUCATION

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

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

**REGISTRATIONS
CERTIFICATIONS**

CA Registered Mechanical Engineer
No. 27117

CA Registered Electrical Engineer
No. 11588

Hossein Afrouzeh, ME, EE

Professional Mechanical Engineer | Professional Electrical Engineer

Hossein is a licensed electrical and mechanical engineer with a rich background in the industry, including 10 years of construction experience and 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.

PROJECT SPECIFIC EXPERIENCE

Senior Mechanical, Electrical & Plumbing Plan Review Engineer

2015-Present Interwest Consulting Group

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 subterranean 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

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.

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

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

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

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.



**INTERWEST
CONSULTING
GROUP**

www.interwestgrp.com

EDUCATION

Coastline Community College
2015

**REGISTRATIONS
CERTIFICATIONS**

International Code Council | 5289485

ICC Building Inspector
ICC California Commercial Building Inspector
ICC California Commercial Mechanical Inspector
ICC California Commercial Plumbing Inspector
ICC California Residential Building Inspector
ICC California Residential Mechanical Inspector
ICC California Residential Plumbing Inspector

Chris Grandall, ICC

Building Inspector

Chris is an ICC Certified Building Inspector with over 15 years of experience.

PROJECT SPECIFIC EXPERIENCE

Building Inspector II

2016

Interwest Consulting Group, Inc.

Chris inspects commercial and residential buildings during various stages of construction and remodeling to ensure compliance with applicable codes, ordinances and regulations. Currently, Chris is providing as-needed building inspection services to the City of Corona.

Project Coordinator

2011-2015

Robert Moralice Masonry

Chris was responsible for optimum utilization of resources-labor, materials and equipment, and ensuring their procurement at most cost-effective terms. He ensured that construction activities move according to predetermined schedule with periodic inspection of construction sites, and communicated effectively with the contractors responsible for completing various phases of the project.

Building Inspector I

2006-2010

Consultant – Various Cities

Chris was responsible for learning and performing various inspections to ensure compliance with adopted codes in all residential and small commercial projects. He investigated construction for evidence of illegal practices and checks existing construction for deterioration and hazardous conditions including stop-work notice and code enforcement. He inspected and monitored construction sites to ensure adherence to safety standards, building codes, and specifications and existing buildings and premises for change of use, occupancy, or compliance with applicable codes and ordinances.

Building Inspector I

2005-2006

City of Huntington Beach

Chris inspected commercial and residential buildings during various stages of construction and remodeling to ensure compliance with applicable codes, ordinances and regulations. He examined plans and specifications of new construction, additions and alterations to residential and commercial buildings to determine compliance with the provisions of applicable construction codes, ordinances and regulations. He assisted and advised contractors, craftsmen and homeowners regarding pertinent regulations.

Supervisor

2000-2005

Mesa Pacific Construction

Chris was responsible for jobsite supervision relating to construction of parks, recreation centers, public pools for various municipalities and private homebuilders. Responsibilities included scheduling subcontractors, purchasing and necessary paperwork for the turnkey construction of these projects. He was responsible for delivering and promoting quality customer service and dealing with people in a constructive manner.



**INTERWEST
CONSULTING
GROUP**

www.interwestgrp.com

EDUCATION

Inspection courses taken
San Bernardino Valley College
California

Diploma
Ramona High School
California
1979

**REGISTRATIONS
CERTIFICATIONS**

International Code Council | 8709476
ICC CA Residential Building Inspector
ICC Certified Solar Permitting Plan
Reviewer

CA Licensed Contractor | 872621

Ron Hardeman, ICC

Building Inspector

Ron is an ICC Certified California Residential Building Inspector with more than 20 years of industry experience. Ron utilizes his vast experience to provide outstanding building inspection services for our clients. He makes a difference by continuously assisting the customer by providing guidance and education on the construction and inspection process. Always helpful and personable, Ron is productive, has excellent communication skills and delivers a high level of customer service in a professional manner.

PROJECT SPECIFIC EXPERIENCE

Building Inspector

2016-Present

Interwest Consulting Group | CA

Ron began his career with Interwest as a trainee building inspector in February 2016 in the City of Wildomar. Over this time, he has been mentored by senior staff on a variety of typical inspection situations. Ron provides comprehensive building inspection services to our Southern California jurisdictions.

Owner | Operator

1996-2017

HardeCo Construction | CA

Ron owned and operated his own construction business for 20 years. His duties included meeting with customers, checking job sites, processing contracts, organizing material lists, invoicing and accounting, scheduling and supervising subcontractors and day laborers, and various work on job sites including plumbing, electrical, doors, flooring, roofing, and framing.

PROJECT SPECIFIC EXPERIENCE

Ron has performed a variety of inspection types, including:

- | | |
|---------------------------------|-------------------------------------|
| - Rough grade | - Elec. Power Final / meter Release |
| - Footings/ ufer ground | - Temp Power Final |
| - Slab | - Soil pipe - Underground |
| - Structural floor | - Shower pan |
| - Pre-inspect roof | - Water pipe underground |
| - Roof sheathing | - Underground gas |
| - Building height | - Rough plumbing |
| - T-bar ceiling structural | - Rough mechanical |
| - Shear panel | - Rough fireplace |
| - Frame & flashing | - Gas pipe rough |
| - Lathing | - Gas pipe test final |
| - Siding | - Storm drains |
| - Insulation | - Final Re-roof |
| - Drywall nailing | - Final Block / retaining wall |
| - Plaster brown coat | - Final demolition |
| - Pre-grout | - Final mechanical |
| - Ufer ground | - Final plumbing |
| - Elec. Conduit - underground | - Final electrical |
| - Rough Elec wiring residential | - Final building / occupancy |
| - Subpanels | - Multi family |
| - Solar | |



**INTERWEST
CONSULTING
GROUP**

www.interwestgrp.com

EDUCATION

BA, English, Mount Saint Mary's
University, Los Angeles, CA

**REGISTRATIONS
CERTIFICATIONS**

International Code Council | 8376553
ICC Permit Technician

Olivia Ortiz, ICC

Senior Permit Technician

Olivia has over a decade of municipal experience and is very familiar with standard procedures, policies, and functions regarding permit and plan check submittals.

PROJECT SPECIFIC EXPERIENCE

Senior Permit Technician

2017-Present Interwest Consulting Group

License Permit Specialist II | Business License Division

2015-2017 City of El Segundo

Olivia assisted customers with business license applications and business tax code questions. She maintained a Laserfiche database and acted as the Accounts Receivable clerk, processing invoices for various City departments as needed and posting the payments to the Eden system. She maintained monthly Utility User Tax and Transient Occupancy Tax payments and assisted with fiscal year close outs and budget preparations. She also helped train and mentor Building and Safety Permit Technicians.

Permit Specialist II | Building Safety Department

2008-2015 City of El Segundo

Olivia managed the permit counter and was the first to provide customer service in person and over the phone. She answered questions regarding plan check and plan submittal processes and kept accurate files of permits, plans and public document requests. She processed and routed plans submitted for demolition, tenant improvement, new dwellings and fire protection permits, and issued building, mechanical, electrical, and plumbing permits. Olivia processed and maintained annual contracts with vendors, assisted with annual budget preparation and code adoptions, and handled report processing for state and federal agencies. She implemented several new programs, including an Appointment Plan Check service, an online permitting system, and worked on implementing a project builder program (through grant funding). She assisted the Economic Development Officer in preparing presentations, obtaining media for giveaways, and attending various conferences and expos. She also trained & supervised Interns, part-time employees, and plan check engineers.

Senior Account Clerk

2006-2007 City of Inglewood

In the Accounts Receivables Division, Olivia received, recorded and prepared expenditures and invoices; maintained spreadsheets on Non-Sufficient Fund checks, Utility Users Tax payments, and Transient Occupancy Tax payments. She prepared billing invoices for various City departments, including but not limited to payment requests for property damage, housing overpayments, and penalties due.

Senior Office Assistant

2003-2006 City of Inglewood

Responsible for the front office of the Finance Department, Olivia provided clerical support, edited and prepared staff reports, and served as Secretary for the Claims Review, Relocation and Workers' Compensation Committees. She started at the City as a Typist Clerk and Office Assistant.



**INTERWEST
CONSULTING
GROUP**

www.interwestgrp.com

EDUCATION

Diploma
San Geronimo High School
Highland, CA

**REGISTRATIONS
CERTIFICATIONS**

International Code Council / 8327050
ICC Permit Technician

Stephanie Gumpert, ICC

Permit Technician

Stephanie is an ICC Certified Permit Technician with a long history of providing top quality customer service. She started her career working as a Permit Technician for the City of La Quinta, and has also worked as a Permit Technician for the City of Pomona. An excellent team player, Stephanie is dedicated to customer and client satisfaction.

PROJECT SPECIFIC EXPERIENCE

Permit Technician

2015-Present Interwest Consulting Group

Stephanie has performed her duties as a Permit Technician for Interwest since 2015, primarily serving the Cities of La Quinta and Pomona. She is presently assigned to the City of Pomona.

Customer Service / Point of Sale

2011-2015 Kohl's Department Store

Stephanie was responsible for taking care of customer's needs, their transactions and handling money at the register.

Cashier / Sales Associate

1997-2008 Walmart Stores, Inc.

Stephanie was in charge of handling the daily needs of the customers, recovering the sales floor, customer transactions, & handling money at the register.

EXHIBIT B

BILLING RATES/ FEE SCHEDULE

August 30, 2017

City of Garden Grove
City Clerks' Office
11222 Acacia Parkway, 2nd Floor
Garden Grove, California 92840



Attn: Saeed Amirazizi, Plan Check Engineer
Community and Economic Development Department

RE: Best and Final Offer to Request for Proposal – Plan Check Consulting Services

Dear Mr. Amirazizi,

Interwest Consulting Group is pleased to submit this Best and Final Offer to amend certain sections of our July 27, 2017 Proposal to provide Plan Check Consulting Services.

Interwest is proposing to:

1. Amend Section 4.B. by replacing the Fee Percentages by Project Valuation table with the following:

Project Valuation	Percentage of City's Plan Check Fee
Up to \$1 Million	70%
\$1 Million to \$10 Million	60%
\$10 Million to \$50 Million	50%
\$50 Million to \$200 Million	40%
\$200 Million +	35%

2. Amend Section 2.C. Ability to Perform the Scope of Services by adding the following:

Interwest plans examiners and/or inspectors are available for pre-construction or pre-design meetings, field visits, and meetings with the design teams, the construction team, architects, and project owners for assigned projects at no cost to the City. Interwest staff will be available to attend meetings as part of the plan review services and to assist City staff as required to resolve plan review or construction-related issues as needed.

All other conditions of the July 27, 2017 Proposal shall remain unchanged. If you have any questions or comments, please feel free to contact the undersigned.

Sincerely,

Ron Beehler, SE, CBO
Director, Building Safety Services
rbeehler@interwestgrp.com
O | 714.899.9039 C | 949.613.5595



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/21/2017

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

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

PRODUCER USI Colorado, LLC Prof Liab P.O. Box 7050 Englewood CO 80155		CONTACT NAME: Kathy Star PHONE (A/C No. Ext.): 800-873-8500 FAX (A/C No.): E-MAIL ADDRESS:															
INSURED Interwest Consulting Group P.O. Box 18330 Boulder CO 80308		INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>HAIC #</th></tr></thead><tbody><tr><td>INSURER A: XL Specialty Insurance Company</td><td>37885</td></tr><tr><td>INSURER B: Travelers Indemnity Company of CT</td><td>25682</td></tr><tr><td>INSURER C: Travelers Property Cas. Co. of Amer</td><td>25674</td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER	HAIC #	INSURER A: XL Specialty Insurance Company	37885	INSURER B: Travelers Indemnity Company of CT	25682	INSURER C: Travelers Property Cas. Co. of Amer	25674	INSURER D:		INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 2101282303

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																				
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	6806H441235	11/14/2016	11/14/2017	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$1,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$2,000,000</td></tr><tr><td>PRODUCTS - COM/OP AGG</td><td>\$</td></tr><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr></table>	EACH OCCURRENCE	\$1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000	MED EXP (Any one person)	\$10,000	PERSONAL & ADV INJURY	\$1,000,000	GENERAL AGGREGATE	\$2,000,000	PRODUCTS - COM/OP AGG	\$	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$
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C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS be'ow	Y	N/A	UB1339T934	11/14/2016	11/14/2017	<table border="1"><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$1,000,000</td></tr></table>	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER		E.L. EACH ACCIDENT	\$1,000,000	E.L. DISEASE - EA EMPLOYEE	\$1,000,000	E.L. DISEASE - POLICY LIMIT	\$1,000,000												
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A	Professional Liability Pollution Liab Included Claims Made		Y	DPR9726823	11/14/2016	11/14/2017	<table border="1"><tr><td>Per Claim</td><td>\$2,000,000</td></tr><tr><td>Annual Aggregate</td><td>\$5,000,000</td></tr></table>	Per Claim	\$2,000,000	Annual Aggregate	\$5,000,000																
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

As required by written contract or written agreement, the following provisions apply subject to the policy terms, conditions, limitations and exclusions: The Certificate Holder and owner are included as Automatic Additional Insured's for ongoing and completed operations under General Liability; Designated Insured under Automobile Liability; and Additional Insured's under Umbrella / Excess Liability but only with respect to liability arising out of the Named Insured work performed on behalf of the certificate holder and owner. The General Liability, Automobile Liability, Umbrella/Excess Insurance applies on a primary and non-contributory basis. A Blanket Waiver of Subrogation applies for General Liability, Automobile Liability, Umbrella/Excess Liability and Workers Compensation. The Umbrella / Excess Liability policy See Attached...

CERTIFICATE HOLDER

CANCELLATION

CITY OF GARDEN GROVE 11222 Acacia Parkway Garden Grove CA 92840	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY USI Colorado, LLC Prof Liab		NAMED INSURED Interwest Consulting Group P.O. Box 18330 Boulder CO 80308
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

provides excess coverage over the General Liability, Automobile Liability and Employers Liability.

Please note that Additional Insured status does not apply to Professional Liability or Workers' Compensation.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. The following is added to SECTION II - WHO IS AN INSURED:

Any person or organization that you agree in a "written contract requiring insurance" to include as an additional insured on this Coverage Part, but:

- a. Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
- b. If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the "written contract requiring insurance" applies, or in connection with premises owned by or rented to you.

The person or organization does not qualify as an additional insured:

- c. With respect to the independent acts or omissions of such person or organization; or
- d. For "bodily injury", "property damage" or "personal injury" for which such person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

- e. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- f. This insurance does not apply to the rendering of or failure to render any "professional services".
- g. In the event that the Limits of Insurance of the Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". This endorsement does not increase the lim-

its of insurance described in Section III - Limits Of Insurance.

- h. This insurance does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.

2. The following is added to Paragraph 4.a. of SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS:

The insurance provided to the additional insured is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover. However, if you specifically agree in the "written contract requiring insurance" that this insurance provided to the additional insured under this Coverage Part must apply on a primary basis or a primary and non-contributory basis, this insurance is primary to other insurance available to the additional insured which covers that person or organizations as a named insured for such loss, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have signed that "written contract requiring insurance". But this insurance provided to the additional insured still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is

COMMERCIAL GENERAL LIABILITY

available to the additional insured when that person or organization is an additional insured under any other insurance.

3. The following is added to Paragraph B., Transfer Of Rights Of Recovery Against Others To Us, of SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS:

We waive any right of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, done under a "written contract requiring insurance" with that person or organization. We waive this right only where you have agreed to do so as part of the "written contract requiring insurance" with such person or organization signed by you be-

fore, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed.

4. The following definition is added to the DEFINITIONS Section:

"Written contract requiring insurance" means that part of any written contract under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

- a. After you have signed that written contract;
- b. While that part of the written contract is in effect; and
- c. Before the end of the policy period.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTO COVERAGE PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE - This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|--|---|
| A. BLANKET ADDITIONAL INSURED | H. AUTO, VISUAL AND DATA ELECTRONIC EQUIPMENT - INCREASED LIMIT |
| B. EMPLOYEE HIRED AUTO | I. WAIVER OF DEDUCTIBLE - GLASS |
| C. EMPLOYEES AS INSURED | J. PERSONAL PROPERTY |
| D. SUPPLEMENTARY PAYMENTS - INCREASED LIMITS | K. AIRBAGS |
| E. TRAILERS - INCREASED LOAD CAPACITY | L. AUTO LOAN LEASE GAP |
| F. HIRED AUTO PHYSICAL DAMAGE | M. BLANKET WAIVER OF SUBROGATION |
| G. PHYSICAL DAMAGE - TRANSPORTATION EXPENSES - INCREASED LIMIT | |

A. BLANKET ADDITIONAL INSURED

The following is added to Paragraph A.1., Who is An Insured, of SECTION II - COVERED AUTOS LIABILITY COVERAGE:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who is An Insured provision contained in Section II.

B. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph A.1., Who is An Insured, of SECTION II - COVERED AUTOS LIABILITY COVERAGE:

An "employee" of yours is an "insured" while operating a covered "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while

performing duties related to the conduct of your business.

2. The following replaces Paragraph b. in B.5., Other Insurance, of SECTION IV - BUSINESS AUTO CONDITIONS:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow, and
- (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

C. EMPLOYEES AS INSURED

The following is added to Paragraph A.1., Who is An Insured, of SECTION II - COVERED AUTOS LIABILITY COVERAGE:

Reviewed and approved as to insurance language
and/or requirements
Deidra Jay
Risk Management

COMMERCIAL AUTO

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

D. SUPPLEMENTARY PAYMENTS - INCREASED LIMITS

1. The following replaces Paragraph A.2.a.(2) of SECTION II - COVERED AUTOS LIABILITY COVERAGE:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph A.2.a.(4) of SECTION II - COVERED AUTOS LIABILITY COVERAGE:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

E. TRAILERS - INCREASED LOAD CAPACITY

The following replaces Paragraph C.1. of SECTION I - COVERED AUTOS:

1. "Trailers" with a load capacity of 3,000 pounds or less designed primarily for travel on public roads.

F. HIRED AUTO PHYSICAL DAMAGE

The following is added to Paragraph A.4., Coverage Extensions, of SECTION III - PHYSICAL DAMAGE COVERAGE:

Hired Auto Physical Damage Coverage

If hired "autos" are covered "autos" for Covered Autos Liability Coverage but not covered "autos" for Physical Damage Coverage, and this policy also provides Physical Damage Coverage for an owned "auto", then the Physical Damage Coverage is extended to "autos" that you hire, rent or borrow subject to the following:

(1) The most we will pay for "loss" to any one "auto" that you hire, rent or borrow is the lesser of:

(a) \$50,000,

(b) The actual cash value of the damaged or stolen property as of the time of the "loss"; or

(c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.

(2) An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".

(3) If a repair or replacement results in better than like kind or quality, we will not pay for the amount of betterment.

(4) A deductible equal to the highest Physical Damage deductible applicable to any owned covered "auto".

(5) This Coverage Extension does not apply to:

(a) Any "auto" that is hired, rented or borrowed with a driver; or

(b) Any "auto" that is hired, rented or borrowed from your "employee".

G. PHYSICAL DAMAGE - TRANSPORTATION EXPENSES - INCREASED LIMIT

The following replaces the first sentence in Paragraph A.4.a., Transportation Expenses, of SECTION III - PHYSICAL DAMAGE COVERAGE.

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT - INCREASED LIMIT

Paragraph C.1.b. of SECTION III - PHYSICAL DAMAGE COVERAGE is deleted.

I. WAIVER OF DEDUCTIBLE - GLASS

The following is added to Paragraph D., Deductible, of SECTION III - PHYSICAL DAMAGE COVERAGE:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

J. PERSONAL PROPERTY

The following is added to Paragraph A.4., Coverage Extensions, of SECTION III - PHYSICAL DAMAGE COVERAGE:

Personal Property Coverage

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

(1) Owned by an "insured"; and

(2) In or on your covered "auto".

This coverage only applies in the event of a total theft of your covered "auto".

No deductibles apply to Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph B.3., Exclusions, of SECTION III - PHYSICAL DAMAGE COVERAGE:

Exclusion J.a. does not apply to "loss" to one or more airbags in a covered "auto" you own that inflates due to a cause other than a cause of "loss" set forth in Paragraphs A.1.b. and A.1.c., but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
- b. The airbags are not covered under any warranty; and
- c. The airbags were not intentionally inflated.

We will pay up to a maximum of \$1,000 for any one "loss".

L. AUTO LOAN LEASE GAP

The following is added to Paragraph A.4., Coverage Extensions, of SECTION III - PHYSICAL DAMAGE COVERAGE:

Auto Loan Lease Gap Coverage for Private Passenger Type Vehicles

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the Schedule or Declarations for which Physical Damage Coverage is provided, we will pay any unpaid amount due on the lease or loan for such covered "auto" less the following:

- (1) The amount paid under the Physical Damage Coverage Section of the policy for that "auto"; and

(2) Any:

- (a) Overdue lease or loan payments at the time of the "loss";
- (b) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
- (c) Security deposits not returned by the lessor;
- (d) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
- (e) Carry-over balances from previous loans or leases.

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph A.5., Transfer Of Rights Of Recovery Against Others To Us, of SECTION IV - BUSINESS AUTO CONDITIONS:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

TRAVELERS
ONE TOWER SQUARE
HARTFORD, CT 06183

**WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY**

ENDORSEMENT WC 99 03 76 (A) - 001

POLICY NUMBER: UB-1339T93-4

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS
ENDORSEMENT - CALIFORNIA
(BLANKET WAIVER)**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

The additional premium for this endorsement shall be 3 % of the California workers' compensation premium.

Schedule

Person or Organization

Job Description

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective
Insured

Policy No.

Endorsement No.
Premium

Insurance Company.

Countersigned by _____

DATE OF ISSUE: 11/3/16

ST ASSIGN:

Page 1 of 1

Reviewed and approved as to insurance language
and/or requirements

David M. Jay
9-25-16