PROPOSAL

for

BUILDING PLAN CHECK & INSPECTION SERVICES

Submitted by

Scott Fazekas & Associates, Inc.

May 3, 2012

SFA

Scott Fazekas & Associates, Inc.

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Building Safety for Government

May 3, 2012

Mr. Keith Clarke, C.B.O.
Building Official
City of Costa Mesa
77 Fair Drive, 2nd Floor
Costa Mesa, CA 92626

Subject: Proposal to Provide Building Plan Check & Inspection Services

Dear Mr. Clarke:

Scott Fazekas & Associates, Inc. (SFA) would like to be considered to provide building plan check and inspection services, as needed, to the City of Costa Mesa. We understand the specific needs of the City and will be able to offer services which are tailored to those needs.

Some of the key features of SFA are as follows:

- Exclusively serving governmental agencies and provides no building design to avoid conflict of interest.
- Sixteen (16) years experience serving Costa Mesa's Building Division.
- Excellent staff with municipal experience and public relations skills.
- Strong internal organizational systems and policies to facilitate timely and professional services.
- Excellent references from clients and applicants.
- Questionnaires sent to every applicant to determine satisfaction level enabling refinement of services.
- Timely turnaround.
- Principal of SFA participation in hands-on plan review.
- Internal forms, policies and procedures to achieve tailored services to meet the exact needs of the City.
- Willingness to meet with applicant and/or City staff at City facilities whenever requested by the City for specific projects.

9 Corporate Park, Suite 200, Irvine, CA 92606-5173 • 949 / 475-2901 • FAX 949 / 475-2560 • sfairvine@aol.com

An Equal Opportunity Employer

Credentials include:

- Structural Engineers
- Civil Engineers
- Architects
- Certified Plans Examiners
- Certified Building Inspectors
- Certified Building Officials
- LEED Accredited Professionals
- CASp

SFA currently provides similar services for many of your neighboring jurisdictions such as Anaheim, Tustin, Huntington Beach, Irvine, Santa Ana and Cypress. We are involved and familiar with the regional needs and issues applicable to the City of Costa Mesa.

I hope the enclosed information is found to be concise and informative. Should additional information be desired in a given area, I would be pleased to provide it. I will look forward to hearing from you to further discuss how Scott Fazekas & Associates, Inc. can serve the City of Costa Mesa.

Sincerely,

Scott Fazekas & Associates, Inc.

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

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KEY AGENCY NEEDS

The entire Proposal addresses all the components that as a whole make SFA a high quality solution to the City's needs. Some of the following are highlights which we feel are specifically germane to the RFP.

- Fast turnaround times:

City Referred Plan Check	10 days initial
	5 days recheck
Accelerated Plan Check	5 days initial
	3 days recheck

- Competitive fees
- Experience of individual plan check staff in this field
- Municipal experience in building departments familiarity with all internal & external agency and division needs
- Excellent references - additional beyond those in Proposal are available
- Prior consulting experience with City and familiarity with local needs
- Nearby office location

SFA incorporates several internal procedures which will 1) insure better communication with our client agencies and the applicants, 2) achieve plan reviews which are more consistent with the specific policies and needs of our clients and 3) enhance internal organization and processing.

ABOUT THE COMPANY

Scott Fazekas & Associates, Inc. (SFA) is a California Corporation founded by Scott Fazekas in June 1996.

SFA was established to provide services exclusively to municipal building departments. This not only ensures that no real or perceived conflicts of interest could occur but also provides a specialized operation that is tailored to the exact needs of municipal building departments.

SFA has developed a strong plan check team with years of experience and excellent credentials who all work in one well-coordinated geographic office location. Emphasis is on consistent, well informed application of code expertise in the review of projects. Staff tenure offers our clients the stability of SFA's resources and historical knowledge of policies, practices and specific projects.

SFA has been involved in key organizations such as I.C.C., Calbo, AIA and SEAOC over the years by serving on committees and boards, as well as lecturing at and attending seminars and conferences. Staying abreast of the code industry is key to SFA's philosophy of serving as a highly-trained extension of our client's staff.

Section - 1 - Introduction

The primary service provided to our clients is plan review. SFA's plan check capabilities are enhanced by our understanding of the roles in a municipal building department which interface with, and rely upon, a competent plan review. The President of SFA has served as interim or contract building official in sixteen jurisdictions over his career and several of SFA's plan check team have supervised and/or trained municipal building department staff during their tenure in their respective cities.

SFA's office location is:

9 Corporate Park
Suite 200
Irvine, CA 92606
(949) 475-2901, FAX (949) 475-2560

PHILOSOPHY

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

- The experience and staff to respond to each agency's needs in a timely, efficient and cost effective manner.
- Administrative and management ability of high caliber to identify problem areas and provide for their correction in a timely and sure manner.
- The ability to recognize and develop the attributes and strengths of staff members and to utilize them to their full potential.
- A reputation for quality performance and integrity to successfully administer all aspects of the codes.
- Expectations and performance accountability that are established and adhered to.
- Professional representation on behalf of the client agency in order to maintain good public relations.
- Communication with the assigned client agency liaison through meetings, memorandums and status reports.
- Coordination with other agencies which require Building Department involvement.

- Attendance of key meetings to keep informed on the most recent code administration techniques and procedures.

- Attendance at any required meetings, connected with the plan review services.

SFA does not perform any work for the private sector so no conflict of interest can result during our tenure, allowing SFA staff to maintain objectivity in the enforcement of regulations.

The scope of regulations that affect the design and construction of buildings has become increasingly diverse and complex with new legislation, multiple disabled access regulations and new generation energy regulations in addition to the usual updating of the building codes and municipal ordinances. It is essential to the proper operation of a building department that its staff as well as its consultants be aware of, and well trained in, the interpretation and application of codes and their enforcement. SFA stresses that continually updated training is essential in maintaining quality code enforcement services.

The following sections outline in more detail the range of services, approach, unique qualifications, special concerns, personnel and experience that SFA offers the City of Costa Mesa to meet your day-to-day building safety plan check needs.

Section 2 - Scope of Services

The following is the itemized Scope of Services which SFA's staff is prepared to provide for the City of Costa Mesa. All are expected to be performed as part of this Proposal. The Scope of Services and the manner in which they are performed will be in accordance with the specific requirements of the City's program.

PROJECT MANAGER-LIAISON

SFA recognizes the need to assure an adequate level of commitment by key personnel. SFA will commit the President, Scott Fazekas, as the Project Manager who will see to the proper function of the building plan review process and will also be personally involved in performing services. He will serve as an extension of the City staff, fully capable of providing the necessary services as determined by the City. SFA's availability to the City staff is an essential ingredient. Prompt information on job status will be provided whenever requested.

The Project Manager will be responsible for the quality of all services provided by SFA's staff. He will be capable of dealing with a diversity of personalities and the many different levels of administrative, technical, professional and construction personnel categories that are involved in building code enforcement.

SFA will also maintain continual documentation and updated information on the status of all plans being processed. Any inquiries regarding the status of plans which have been forwarded to SFA for review can be directed to us to avoid unnecessary research and phone time by City staff.

General Assistance

SFA welcomes the opportunity to aid our clients with general information and departmental assistance in addition to providing plan review services. We like to be considered a valuable and accessible resource that will make operating your department easier. SFA's exposure to numerous agency operations, our experienced employees each with specialized expertise, and our involvement in committees and attendance at numerous seminars will give the City of Costa Mesa the benefits associated with an increased level of staffing.

TYPES OF PLAN REVIEW AGREEMENTS
LONG TERM (CONVENTIONAL) AND ACCELERATED (3rd PARTY)

SFA will offer plan review services through two methods: the conventional process referred to by Costa Mesa as Long Term and through the third party arrangement known as Accelerated.

The Long Term plan reviews are those selected to be assigned to a consultant by the City staff. Upon completion of the first initial review, SFA would invoice the City. SFA has provided services through this method in the past year.

Section 2 - Scope of Services

The Accelerated Agreement is where the City authorizes the applicant to go directly to a consultant to have the review performed. Once authorized, the applicant delivers plans and remits a fee directly to the consultant, reducing administrative processing for the City. SFA has also worked under this arrangement in the past year. Our proximity to the City has been convenient for the applicants.

BUILDING PLAN REVIEW

Building Codes

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

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

State Handicap Regulations (D.S.A.)

SFA provides comprehensive administration of the handicap regulations which the Division of the State Architect mandates local jurisdictions to enforce through the Building Safety Department. This applies to both new and existing buildings. SFA staff is qualified to interpret and enforce state law and also has the expertise to review requests for "unreasonable hardship" waivers and recommend action should the City so desire.

State Handicap Regulations (H.C.D.)

SFA also administers the new handicap regulations which local jurisdictions are mandated to enforce by the State Department of Housing and Community Development. These standards pursue a different approach than the D.S.A. regulations in that they apply to multi-family residential. We have extensive experience in reviewing plans to which these standards apply.

State Energy Regulations

SFA provides energy calculation review in accordance with the energy law requirements. SFA will incorporate the proper documents in the plans for use by both the inspector and the builder, facilitating improved field relations and quality of the end product. Here also, emphasis is placed on attendance at energy seminars to obtain updated information and training in the energy regulations and the use of related forms.

State Noise Ordinance

SFA's services include checking to see that both interior (and exterior, when so directed by the City) noise intrusion are properly addressed by the designer and that the necessary assemblies provide the required degree of sound attenuation in accordance with State law. If exterior sound attenuation is a concern, SFA will review for compliance when so directed. If noise contour maps are provided, we will check as to whether or not the buildings are subject to such regulations.

Federal Flood Plain Regulations

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

Soils Engineering

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

INSPECTION SERVICES

SFA proposes to suggest a unique method of staffing inspection services. It is more likely aligned with the current economic times and the needs of the City, offering cost savings over traditional consulting services.

SFA proposes to utilize a sub-consultant staffing agency which will payroll the employees. There are two options which are available to the City.

Option 1

SFA would work with the City to select employees that would meet the qualifications, full or part-time hours and salary range based on the City's needs. We would direct the sub-consultant Apple One Staffing Services to employ them for the City. SFA would invoice the City under SFA's Agreement.

Section 2 - Scope of Services

Option 2

Similar to Option 1, however, SFA would not use the staffing company as a sub-consultant. Instead the Staffing Service organization would employ the individual selected to the City directly. This saves the City a sub-consultant mark-up by SFA.

The rates based on multipliers times payroll rate for both of these options are shown in the Fee Proposal Section.

INTERNAL POLICIES AND PROCEDURES OF SFA

Office Hours

SFA's office hours are between 8:00 a.m. and 5:00 p.m. Monday through Friday during which time SFA staff will be available for communication directly with the applicants.

Agency Information Sheet

This form is designed as a starting point for the plan checker to review prior to commencing each project. It serves as a summary of items which may be unique or exclusive to each client such as ordinance amendments, special policies or interpretations, plan routing preferences, contact person(s) in agency, etc. . . This form is often backed up with other documents such as general notes, ordinances, agency checklists or guidelines. This form can easily be updated at any time by simply calling SFA.

Plan Transmittal

SFA will open a U.P.S. account which is paid for and made available for use by City staff for plan delivery purposes. Pre-labeled mail bags are also provided so dispatching plans to SFA is simple and convenient. Usually, SFA personally does pick-ups and deliveries to City Hall.

When plans are completed they are stamped on every page, signed and forwarded by U.P.S. or courier with a transmittal form directly to the City. The plan transmittal procedure used by SFA eliminates the possibility of the plans being tampered with when being forwarded for permit issuance.

Computer Plan Check Log

Internal tracking is accomplished by a sophisticated computer software that allows for daily tracking of status of each and every plan check and also gives SFA the workload of each engineer. Incoming and outgoing plans are logged into the computer daily which allows us to know the status of a project immediately. This program allows SFA to quickly answer applicants who call wanting to know plan check status of projects. Many other reports are also available and utilized by many of our clients. Reports that show the client all active plans for their City and the status of each can be printed on a weekly basis to show the client the activity of their projects. Weekly status reports are also printed for internal tracking of performance on turnaround times.

Additionally, SFA has a weekly status audit form which monitors due dates to be used as a tool in meeting our turnaround goals. This is available to the city when requested.

Section 3 - Methodology/Approach

Correction Lists

The plan review staff have a variety of correction lists, supplemental lists and guidelines for use as deemed appropriate on each individual project. Should the City require use of their standard correction lists, SFA can easily accommodate this by maintaining copies in our Agency Correction List File and referencing their use on our Agency Information Sheet which all plan check staff reference at the beginning of each review. Two copies of the correction lists are developed and attached to the plans along with a transmittal form.

When plans are completed, they are stamped on every page, signed and forwarded by U.P.S. or courier with a transmittal form directly to the City or to the applicant, depending on the applicable process. The plan transmittal procedure used by SFA eliminates the possibility of the plans being tampered with when being forwarded for permit issuance.

A list of all required plan corrections will be typed on SFA's Correction Lists and will be submitted to the City.

Transmittal Form

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

Questionnaire

SFA sends a Questionnaire to each applicant once the review process is complete. This helps by soliciting feedback on the services provided by SFA customers of the building departments which are entrusted to SFA. The comments received are forwarded to the client agency on a quarterly basis. This process makes the plan checker aware that the company values a professional attitude, sends a message to applicants that we care about providing professional services, and lastly, it informs the client agency about the service level SFA is providing.

SFA's goal is to provide consistent, timely and professional services geared to the needs of each client agency. We want to be considered an extension of your agency's staff; not providing generic services but services which are an integral component with our client's departmental operations.

Timely Performance

SFA will strive to maintain efficient turnaround times on all reviews since this is largely a measurement of our performance. It is one of the categories on our questionnaire which is given to our applicants. The turnaround time indicated is the date by which the plans are to be received back at the City.

The maximum turnaround time for standard plan review service referred by the City will be ten (10) working days. Rechecks for City referred plan check will be five (5) working days. Turnaround time for accelerated plan reviews will be five (5) working days for the initial review and three (3) working days for rechecks. Extremely large or complex structures would be as agreed upon with the City's Building Official in advance.

Every effort will be made to accommodate any fast track plan check schedules that might come about in the City.

SFA will accommodate preliminary reviews to facilitate more on-track projects at the time of the formal submittal for plan check when requested by the City staff. This will aid in timely turnaround times as well as good public relations.

Public Relations/City Representation

All representation with the public and other agencies relating to building plan review will be made in a professional and courteous manner. Upon completion of initial plan review, the applicants are contacted by telephone and are given the option of either having their plans mailed to them via U.P.S. or being able to pick them up in person. When they resubmit corrected plans they are also given the option of transmittal by U.P.S. or coming in and going over any corrections in person. Re-checks in our office are handled without interruption in one of several private offices should the applicant desire to go over the plans in person. SFA uses United Parcel Services for transmittal of plans to assure verifiable and prompt delivery.

Interaction with Applicants

To summarize, SFA's approach involves courtesy, responsiveness, communication, technical thoroughness, convenience and follow-up on service level. Some specific illustrations are as follows:

- When additional information is needed from applicants to complete the review, applicants are contacted by phone to discuss best approach to facilitate a complete/timely review.

- When plans are completed, applicant is notified and given choice of picking up plans at SFA's office, City Facilities or having them sent via U.P.S.

- **Meetings at City Facilities or in the field may be attended by plan checker when requested by the City.**
- Communication regarding corrections is offered via FAX.
- An Applicant Questionnaire will be sent after completion of plan check and any comments received are forwarded quarterly to the City.
- A customized Transmittal Form tailored exclusively for plan check is used to enhance communication with the applicant and the City's permit technician.
- Prompt turnaround times as stated earlier in Proposal. Special circumstances and requests will be given every effort to accommodate special/shorter time frame scheduling needs.
- SFA maintains copies of all records to insure that misplaced documents by applicants will not cause project delays.
- **Preliminary reviews are available if applicant so requests through the City's Representative.**
- Code interpretations relating to items challenged by the applicants will be handled by senior staff to achieve an agreeable solution or SFA will contact the City to determine what the Building Official's ruling and direction would be.

Section 4 - Qualifications/Experience

PERSONNEL QUALIFICATIONS

Principal

Scott R. Fazekas, President, SFA
Registered Architect, CA, C-019013, NCARB, Colorado, Nevada
28 years managing municipal building safety consulting services
40 years working in building safety divisions
Certified Building Official, I.C.C.
Certified Plans Examiner, I.C.C./Calbo
Certified Building Inspector, I.C.C./Calbo
LEED AP
Certified Access Specialist, CASp

Scott Fazekas, as Principal, will be responsible for the administration of services and seeing that services are tailored to the specific needs of the Agency. He has managed consulting plan check and building safety services for over 22 years. He will also perform plan reviews and assign which employees will work on each given project. Mr. Fazekas is Past President of the Orange Empire Chapter of I.C.C. and has served on the Code Development and Education Committees. He has also served in the capacity of Building Official and stays abreast of changing regulatory trends.

Associates

Ganesh Rao, Plan Check Engineer
Registered Structural Engineer, CA, S-4471
10 Years Design Experience
16 Years Plan Review Experience

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

Vic Penera, Plan Check Engineer
Registered Structural Engineer, CA, S-2083
Certified Plans Examiner, I.C.B.O.
24 Years Municipal Safety Departments
15 Years Private Municipal Consulting

Vic Penera had been with the City of Los Angeles Building Safety for the majority of his career with experience in both plan review and supervision.

Section 4 - Qualifications/Experience

Brett Archibald, Plan Check Engineer
Registered Civil Engineer, CA
Certified Plans Examiner, I.C.C.
Bachelor of Science in Civil Engineering, SDSU
Build It Green Certification, CA
Certified Access Specialist, CASp

Brett Archibald has ten years experience with SFA in residential and commercial plan review.

Peter Tang, Plan Check Engineer
Registered Professional Engineer, CA

Peter Tang has 12 years experience with SFA in residential and commercial plan review after having spent sixteen years in structural design.

Russ Helmick, Electrical Plans Examiner

Russ Helmick provides specialized electrical plan review for all types of commercial and industrial buildings. He worked as Chief Electrical Inspector with the City of Irvine and now works for SFA reviewing electrical plans and consulting with the plan check staff on electrical code. Russ also serves on NFPA code development and has taught electrical classes nationally for both NFPA and local ICC chapters.

SFA'S EXPERIENCE

SFA currently provides building safety services for the following jurisdictions: Anaheim, Arcadia, Beaumont, Cathedral City, Corona, Costa Mesa, Pico Rivera, Santa Rosa, Garden Grove, Huntington Beach, Irvine, Laguna Woods, Lake Elsinore, La Habra Heights, Indian Wells, Norwalk, Ontario, Palm Desert, Pasadena, Perris, Rancho Palos Verdes, San Dimas, San Fernando and Santa Ana.

SFA has performed thousands of plan reviews which have included every type of construction and occupancy group in the building spectrum. We have also encountered many unique administrative policies and processes in working with the building officials in our client jurisdictions which may have arisen due to tight project scheduling, application of alternate design methods or simply due to unique project characteristics. If additional information on plan check references is desired, SFA will be glad to accommodate such a request.

RESUMES

EDUCATION

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

PROFESSIONAL REGISTRATION

Licensed Architect, California, Colorado, NCARB, Nevada

CERTIFICATION

LEED Accredited Professional, LEED
Certified Access Specialist, DSA
Certified Building Official, I.C.C.
Certified Plans Examiner, I.C.C., C.B.C.
Certified Building Inspector, I.C.C., C.B.C.

EXPERIENCE

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

Mr. Fazekas has plan checked buildings which encompass the full spectrum of building types and occupancy groups and has served as building official for fourteen jurisdictions through long term and interim contract arrangements. He has also contributed to both the design and code enforcement professions by regularly lecturing at code-related seminars and classes. He served six years on the American Institute of Architects Building Performance and Regulations Committee where he monitored the ANSI A117.1 Disabled Access Standards. He also served four years on I.C.B.O.'s General Design/Structural Review Committee and on the Orange Empire Chapter of I.C.B.O.'s Code Change Committee.

Mr. Fazekas has 40 years of progressive experience working in and for building departments. Prior to starting SFA, he was employed by BSI Consultants, Inc. as a Senior Vice President and Division Manager of the Building Safety Division. He was responsible for starting, developing and managing the Building Safety Division for 11 years. During that time he served as building official in California and Washington jurisdictions and oversaw plan review services for more than one hundred client agencies. He also founded and served as President of Employment Systems Inc., which was a corporation dedicated to municipal staffing needs. Before his term with BSI, he spent 13 years working for the building divisions in the Cities of Newport Beach and Costa Mesa where he worked his way through all levels in the departments from clerk to permit technician, inspector and plan check engineer.

PROFESSIONAL AFFILIATIONS

A.I.A., I.C.B.O./ I.C.C., CALBO

EDUCATION

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

PROFESSIONAL REGISTRATION

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

EXPERIENCE

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

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

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

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

PROFESSIONAL AFFILIATIONS

Structural Engineers Association of Southern California
American Society of Civil Engineers
International Conference of Building Officials

EDUCATION

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

PROFESSIONAL REGISTRATION

Registered Structural Engineer in California
Registered Professional Engineer in California
Certified Plans Examiner, I.C.C.

EXPERIENCE

Mr. Rao has been a building plan check engineer in SFA's Irvine office since 1998. He reviews both commercial and residential plans for compliance with model codes and local ordinances. He has a total of 23 years of progressively involved engineering experience.

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

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

EDUCATION

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

PROFESSIONAL REGISTRATION

Licensed Civil Engineer, California, C-59691

EXPERIENCE

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

Over a sixteen year period, Mr. Tang has been exposed to a variety of engineering design assignments with three different structural design firms. He was employed by Seismic, Inc. in Pomona, Ficcadenti & Waggoner Structural Engineers in Irvine, and John A. Martin Structural Engineers in Los Angeles prior to his employment with SFA.

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

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

EDUCATION

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

CERTIFICATIONS

Registered Civil Engineer, California
Certified Plans Examiner, I.C.C.
Certified Mechanical Inspector, I.C.C.
Build It Green Certification, CA
Certified Access Specialist, DSA

EXPERIENCE

Mr. Archibald is one of SFA's professional staff in our Irvine office. He has ten years of experience with SFA reviewing both residential and commercial projects. He is assigned as liaison to the City of La Habra Heights where he has set times to coordinate with City staff.

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

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

PROFESSIONAL AFFILIATIONS

International Code Council
American Society of Civil Engineers

EDUCATION

Associates Degree in Math, Santa Ana College, CA, 1962
K-14 Teaching Credential, UCLA, Los Angeles, CA

CERTIFICATION

Certified Building Official, I.C.C.

EXPERIENCE

Mr. Helmick currently provides specialized consulting electrical plan reivew for all types of commercial and industrial buildings for SFA. He is responsible for reviewing electrical plans for various municipalities and consults with staff on electrical code.

Prior to joining SFA, Mr. Helmick was an Inspection Supervisor and Chief Electrical Inspector with the City of Irvine. In his thirty years with the City, he supervised and trained a team of electrical inspectors; performed difficult, special and complex inspections; and resolved complaints and disputes. He was available to interpret code to laymen, contractors, architects and others as necessary.

During his tenure with the City of Irvine, Mr. Helmick was an instructor at Saddleback Community College for twenty years teaching electrical code and inspection; building code and law; Contractor's License Law, Construction Inspection and Energy Management. He has taught electrical seminars for IAEI and ICBO since 1991. He also serves on NFPA's Electrical Code Development Committee.

PROFESSIONAL AFFILIATIONS

National Fire Protection Agency (NFPA)
International Association of Electrical Inspectors (IAEI)
International Council of Building Officials (ICC)
Underwriter's Laboratory (U/L)
American Public Works Association (APWA)

Section 5 - References

SFA currently provides building plan review services for the following agencies and SFA encourages the City to contact these agencies regarding our work performance.

Agency: **CITY OF ANAHEIM**
Reference: Sheri Vanderdussen, Planning Director
(714) 765-5153
Service: Plan Review and Building Official

Agency: **CITY OF ARCADIA**
Reference: Don Stockham, Building Official
(626) 574-5420
Service: Plan Review

Agency: **CITY OF BEAUMONT**
Reference: Keith Hightower, Building Official
(951) 769-8529
Service: Plan Review

Agency: **CITY OF CATHEDRAL CITY**
Reference: Gil Estrada, CBO, Building Official
(760)601-6569
Service: Plan Review

Agency: **CITY OF CORONA**
Reference: Rebecca Wisniewski, Plan Check Supervisor
(951) 279-3568
Services: Plan Review

Agency: **CITY OF COSTA MESA**
Reference: Khanh Nguyen, P.E., CBO, Community Development Director
(714) 754-5277
Keith Clarke, C.B.O., Building Official
Services: Plan Review

Agency: **CITY OF DOWNEY**
Reference: Mike Larnard, Building Official
(562) 904-7140
Service: Plan Review

Section 5 - References

Agency: **CITY OF GARDEN GROVE**
Reference: Ding Victorio, P.E., Building Official
(714) 741-5427
Service: Plan Review

Agency: **CITY OF HUNTINGTON BEACH**
Reference: Mark Carnahan, C.B.O., Building Official
(714) 374-1792
Services: Plan Review

Agency: **CITY OF IRVINE**
Reference: Joe Kirkpatrick, S. E., Building Official
(949) 724-6453
Services: Plan Review

Agency: **CITY OF LA HABRA HEIGHTS**
Reference: Shauna Clark, City Manager
(562) 694-6302, #227
Services: Plan Review, Building Official

Agency: **CITY OF LAKE ELSINORE**
Reference: Bill Delvin, C.B.O., Building Official
(951) 674-3124, #286
Service: Plan Review

Agency: **CITY OF NORWALK**
Tony Weimholt, CBO, Building Official
(562) 929-5739
Plan Review

Agency: **CITY OF ONTARIO**
Reference: Kevin Shear, CBO, Building Official
(909) 391-2546 ext. 4330
Service: Plan Review

Agency: **CITY OF PALM DESERT**
Reference: Mr. Russell Grance, Building Official
Ms. Sam Szymanski, Sr. Plans Examiner
(760) 776-6420
Service: Plan Review

Section 5 - References

Agency:	**CITY OF PASADENA**
Reference:	Sarkis Nazerian, CBO, Building Official
	(626) 744-7571
Service:	Plan Review
Agency:	**CITY OF PERRIS**
Reference:	Rene Avila, C.B.O., Building Official/Fire Marshall
	(951) 433-1029 ext. 228
Service:	Plan Review
Agency:	**CITY OF PICO RIVERA**
Reference:	Eric Dennis, C.B.O., Building official
	(562) 801-4331, cell (760) 670-0371
Service:	Plan Review
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Agency:	**CITY OF SAN DIMAS**
Reference:	Eric Beilstein, Building Official
	(909) 394-6264
Service:	Plan Review
Agency:	**CITY OF SAN FERNANDO**
Reference:	Francisco Villalva, Building Official
	(818) 898-1231
Service:	Plan Review
Agency:	**CITY OF SANTA ANA**
Reference:	Gerald Caraig, P.E., C.B.O., Building Official
	(714) 647-5896
Service:	Plan Review
Agency:	**CITY OF SANTA ROSA**
Reference:	Mike Whitacker, P.E., Chief Plan Check Engineer
	(707) 543-3264
Service:	Plan Review

Section 6 - Proposed Fees

PLAN REVIEW

The traditional approach in proposing building plan check fees is to apply a percentage to the revenue collected by the agency for plan review fees. Using the City's schedule which is based on Table 1-A of the 2001 C.B.O. and the 2002 Valuation Data Chart to establish the plan check fee, SFA proposes to charge eighty percent (8%) of the established plan check fees for the scope of work requested.

If SFA is reviewing duplicate or identical plans on a project, the proposed fee is ten percent (10%) of the plan review fee collected after the initial model is checked at the prescribed rate.

When doing Accelerated Plan Reviews, SFA will charge the applicants based on the same rate as with the standard service with the City. This avoids the perception of impropriety. A minimum fee for small projects is $300.00.

SFA will not charge for rechecks unless the plans are incomplete or revised for which the City would collect additional fees from the applicant as well. The City would then have the funds to reimburse SFA. Additional services outside the main scope of review would be charged at a rate of $100.00 per hour or as mutually agreed upon based on the salary rate of the employee.

HOURLY CONTRACT EMPLOYEE FEES FOR INSPECTION OR OTHER POSITIONS

SFA proposes to charge for inspectors as follows:

Option 1

Full-time employee with benefits billed through SFA's Agreement would be payroll times 1.81.

Option 2

Full-time employee with benefits billed directly from the staffing service payroll times 1.45.

For example, a $25.00/hour employee would be charged at $45.25 and $36.25 for Options 1 and 2, respectively.

These rates are based on the Staffing Service not being required to find and select the employee and would be contingent upon the City finding and selecting the employee.

If the Staffing Service is requested to find the employees, rates of 1.94 and 1.55 would be charged, respectively.

INSURANCE

Insurance is provided in the following amounts:

a.	General Liability	$1,000,000
b.	Workers Compensation	$1,000,000
c.	Automobile	$1,000,000
d.	Professional Liability	$1,000,000

A copy of the listed coverages will be provided to the City upon request of same.