

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK SERVICES

TO THE

CITY OF BEAUMONT



Submitted by:



4LEAF, INC.

ENGINEERING . CONSTRUCTION MANAGEMENT
PLAN CHECK . BUILDING INSPECTION . PLANNING

MARCH 23, 2023

TABLE OF CONTENTS



SECTION A COVER LETTER	1 - 2
SECTION B INTRODUCTION/INFORMATOIN	3 - 4
SECTION C FIRM APPROACH	5
SECTION D FIRM PROFILE	6
SECTION E PRINCIPAL OFFICE	7
SECTION F PROPOSED TEAM	8 - 9
SECTION G REFERENCES	10 - 14
SECTION I SCOPE OF SERVICES	15 - 21
SECTION J COST PROPOSAL	22
SECTION K ADDITIONAL INFORMATION	23
SECTION M INSURANCE REQUIREMENTS	24
APPENDIX RESUMES	

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION A
COVER LETTER



City of Beaumont
Community Development Department
550 E. 6th Street
Beaumont, CA 92223
Attn: Grace Wichert,
Procurement & Contracts Specialist

March 23, 2023

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

Dear Ms. Wichert,

4LEAF, Inc. (4LEAF), a California “C” Corporation, is pleased to present our proposal to provide Building & Safety Plan Check Services to the City of Beaumont (City). **4LEAF is a full-service firm** and has been providing professional consulting services throughout California for over 22 years. We expand our services organically as industry and client needs fluctuate and have become an industry leader over the years. As such, we have the staff available to accomplish this scope and look forward to the opportunity to provide Building & Safety Plan Check Services to the City. 4LEAF is the ideal firm of choice for the following reasons:

Southern California Experience

4LEAF is one of the largest firms in California serving more than 350 jurisdictions. We have staff throughout Southern California that can address the City’s needs in an on-site or remote capacity. This contract will be managed from our San Bernardino Office, which is a 30-minute drive to the City. Additionally, 4LEAF has been providing services to many municipalities located in Southern California including the following:

- City of Indian Wells
- City of Fontana
- City of Murrieta
- City of La Quinta
- City of Newport Beach
- City of Hesperia
- City of San Bernardino
- City of Huntington Beach
- County of Ventura
- City of Malibu
- City of Bakersfield
- County of Los Angeles
- City of Anaheim
- City of Chino Hills
- County of San Bernardino

Approach

Our staff incorporates the right combination of experience, education, certifications, and registrations, which allow the 4LEAF team to provide a range of resources catered to the requirements of each client and project. 4LEAF principals and project managers have the experience and confidence to handle any request—you will be working with staff who understand your department and service protocols. 4LEAF’s approach to providing services to the City is straight-forward:

- Provide qualified professionals who know how to partner successfully with the City
- Supply proven resources and innovative ideas
- Offer resource reliability and flexibility
- Respond to the City’s needs
- Communicate with the City, Developers, Contractors, Architects, and homeowners

Project Understanding

4LEAF has thoroughly reviewed the City’s RFP and has the capability to propose on all scopes. We have worked with many municipalities on similar scopes of work and, as a full-service firm, are well-equipped to provide the skills and staff needed to accomplish the City’s upcoming projects.

Our objective is to provide and perform high-quality Building & Safety services that align with the City’s needs and maintain compliance with the applicable codes. We have detailed our staff qualifications, project experience, and scope of service approach in the sections that follow and are open to answering any questions or providing additional information if needed. Please reach out to Marcus Johnson, our assigned project manager, should you have any questions.

Leadership

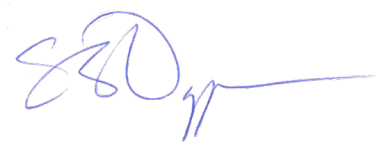
The contract with the City of Beaumont will be managed by Marcus Johnson, 4LEAF’s Director of Southern California Operations. As an ICC Certified Inspector, Plans Examiner, and Project Manager with more than 19 years of combined construction and municipal Building Department experience, Marcus is a valuable team member and skilled Project Manager who will dedicate his time and resources to fulfilling the project needs communicated by the City.

Contact

Project Manager (Authority to Negotiate)	Principal (Authority to Bind)	4LEAF Local Office
Marcus Johnson Office: (909) 453-6582 Mobile: (909) 996-0511 Email: MJohnson@4leafinc.com	Kevin J. Duggan Office: (925) 462-5959 Mobile: (925) 250-7602 Email: KDuggan@4leafinc.com	424 Vanderbilt Way, Suite A San Bernardino, CA 92408 Office: (909) 453-6582 Website: 4LEAFINC.COM

As President of 4LEAF, I am authorized to bind the firm contractually. Additionally, 4LEAF complies with nondiscrimination requirements of the State and Federal Government. We appreciate this opportunity to provide our proposal. Should you have any questions, please do not hesitate to reach out using the contact information above.

Respectfully submitted,



Kevin J. Duggan
President

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION B

INTRODUCTION/INFORMATION



SECTION B: INTRODUCTION/INFORMATION

STATEMENT OF UNDERSTANDING

4LEAF has extensive knowledge and staff experience in all the scope of services requested by the City of Beaumont (City). Because we have experience performing these services for many municipalities, 4LEAF has the knowledge and personnel to successfully work on the City's project endeavors. We have thoroughly read the City's RFP and understand the scope needed, the contract terms, and current procedures.

4LEAF has built a team of experienced and knowledgeable professional plan review and inspection staff who establish diligent communication and meeting schedules with the City to ensure project scopes and budgets are clear to assigned staff in coordination with the City. Just as the City noted in the RFP, our team's focus will consistently be on the management of multiple projects, balancing competing priorities, providing quality review of all work products at the project management level, and monitoring the City's authorized project budgets to help ensure proper accounting and project billing.

FULL-SERVICE FIRM

As a full-service firm, 4LEAF can provide departmental services to aid with high project workloads that require additional staff assistance. We provide jurisdictions with Plan Review, Permitting, Inspection, and CASp services and we have the qualified staff available to serve the City with remote, on-site, part-time, or full-time project needs. We can provide all the services requested in the City's RFP. Please see a snapshot of what our firm can offer below:

- **Plan Review:** 4LEAF is an industry leader in Plan Review services and has a team of Architectural, Civil, and Structural Engineers, CASp, and Mechanical/Electrical/Plumbing/Fire Plans Examiners. We provide courier services that guarantee less than 24-hour pickup and delivery of all plan reviews performed off-site, and we also offer electronic and expedited plan review services.
- **Inspection:** We have over 200 inspectors on staff who specialize in Residential, Commercial, Industrial, Energy, Fire, ADA, Solar, and Public Works projects. We have a track record of providing inspectors as-needed for long- or short-term projects, including one day assignments to cover staff training, sick days, vacation days, or spikes in permit activity.
- **CASP Plan Review and Inspection:** 4LEAF has seven Certified Access Specialists on staff. We have performed CASp inspection and plan review projects and have consulted on numerous construction projects for accessibility questions and advice for a number of our clients.
- **Permitting:** 4LEAF's pool of talented professionals includes qualified and experienced permit technicians capable of providing all permit processing and counter services. 4LEAF can deploy such staff on short notice and offer training programs for department staff, if needed.

Firm Name and Mailing Address

4LEAF, Inc. (Headquarters)
2126 Rheem Drive
Pleasanton, CA 94588



Point of Contact

Marcus Johnson, Project Manager/Director of Southern California Operations

Office: (909) 453-6582

Cell: (909) 996-0511

Email: MJohnson@4leafinc.com

Subconsultants

4LEAF will use sub-consultants to provide soils report reviews and verify implementation of their design recommendations and parameters into structural design of the building as part of the building plan review in. Sub-consultants will also provide review when subject to Flood Plain or Liquefaction Zone criteria for compliance when directed by the City's Building Official.

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION C
FIRM APPROACH



SECTION C: FIRM APPROACH

With more than 22 years of experience, 4LEAF is the industry leader in Building Department Services and covers every area of Community Development including Building, Code Enforcement, Planning, Fire, and Public Works. Most importantly, 4LEAF is widely recognized as the firm who can provide personnel on demand within 24 hours of notice including:

- Plans Examiners
- Building Inspectors
- Permit Technicians
- CASp Plan Review/Inspection

Our philosophy is to strive to be the best firm providing our clients with outstanding customer service and first-rate plan review and inspection services. 4LEAF has been the industry leader in providing Building Department Services to public agencies as well as other scopes within Community Development Departments.

TRANSITION PERIOD

4LEAF's transition team will immediately shadow existing staff to obtain an understanding of existing operations. Documentation will be made of existing operations and recommendations for process modifications may be presented for management approval. This observation and recommendation process is followed by onboarding and training of the assigned 4LEAF staff to ensure all team members have a detailed understanding of both current City processes and how to implement a comprehensive plan of action to update these processes moving forward. Our staff are well trained and certified and have worked with numerous jurisdictions throughout Southern California.

As an experienced firm, 4LEAF has approaches to working with clients that differ from those you might find when working with other large corporations. Our philosophy is to strive to be the best firm providing our clients with outstanding customer service and first-rate plan review and inspection services. 4LEAF has been the industry leader in providing Building Department Services to public and private clients throughout California.

Our Project Manager, Marcus Johnson, will arrange to meet with the City to review the City's policies, workflow, and job duties of current staff. In working with the City, it will be determined how to best integrate our staff and achieve a seamless flow within the City's structure. The first step is to acclimate our team to the culture of the City by communicating and introducing our staff to the City. Creating a plan together, establishing goals and learning everyone's roles helps will help the team to work together. After the "transition period" where we have gone through several reviews and/or inspections of projects, 4LEAF's management team will check in with the City to see on how things are going and if we need to make any adjustments.

A common compliment 4LEAF receives from our clientele is of our timely responsiveness. Our employees and our management staff are diligent about being available to our clients. Additionally, 4LEAF is a 24/7 operation and we encourage our clients to call us whenever a need arises (texting is suggested for an instant response). From questions to staff needs, 4LEAF will provide timely responses to all requests. Phone calls and emails will be returned each day as soon as possible. We understand the need for timely responses, and we have a policy that all correspondence must be answered within 24 hours.

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION D
FIRM PROFILE



SECTION D: FIRM PROFILE

4LEAF, Inc. (4LEAF) is a California “C” Corporation that was established in 1999 and incorporated in 2001. Our extensive team of professionals are fully equipped with the training and experience required to provide complete Building & Safety services to municipal departments. Our goal is to set the industry standard for excellent customer service, and we have grown to more than 400 personnel (including more than 200 Building Inspectors) throughout California, Oregon, Washington, Nevada, and New England.

PROFESSIONALS

4LEAF has approximately 400 full-time, part-time, and idle (between assignments) staff members. Because this is an on-call contract, the exact staff may or may not be available to the City at the time of request. We guarantee staff placements and can provide names and resumes of qualified staff as an example and will do our best to fulfill any specific staff requests the City has.

Title	# of Staff	Title	# of Staff
Planners	40+	Code Enforcement Staff (PC832)	30+
ICC Certified Inspectors & Inspectors of Record	200+	ICC Certified Building Officials	30+
Registered Architects	5	Fire Plans Examiners & Inspectors	30+
Registered Engineers (PE, SE)	15+	ICC Permit Technicians	60+
ICC Certified Plans Examiners	65+	CASp	7

OFFICE LOCATIONS

Bay Area – Headquarters

2126 Rheem Drive
Pleasanton, CA 94588
(925) 462-5959

San Bernardino

424 Vanderbilt Way, Suite A
San Bernardino, CA 92408
(909) 453-6582

Washington

1201 Pacific Avenue, Suite 600
Tacoma, WA 98402
(253) 203-3101

Newport Beach

5140 Birch Street, Second Floor
Newport Beach, CA 92660
(949) 877-9432

Santa Cruz

701 Ocean Street
Santa Cruz, CA 95060
(925) 785-3581

New England

132 Central St., Suite 210
Foxboro, MA 02035
(617) 381-4621

San Diego

402 West Broadway, Suite 400
San Diego, CA 92101
(619) 595-4873

Sacramento

8896 North Winding Way
Fair Oaks, CA 95628
(916) 965-0010

4LEAF Consulting, LLC

125 E. Reno Ave., Suite 3
Las Vegas, NV 89119
(702) 726-4140

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION E
PRINCIPAL OFFICE



SECTION E: PRINCIPAL OFFICE

4LEAF's principal office responsible for the implementation of this contract is as follows:

San Bernardino Office

424 Vanderbilt Way, Suite A

San Bernardino, CA 92408

Office: (909) 453-6582

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION F
PROPOSED TEAM



SECTION F: PROPOSED TEAM

MANAGEMENT TEAM

4LEAF understands that our role is to be an advocate on behalf of the City and represent the City’s best interests. Our team will function as an extension of your staff, seamlessly integrating with the personnel and practices established by the City while adding the perspective and expertise that only 4LEAF can offer. Our goal is to have our staff integrate with yours and be accepted as an essential part of the City. Our team includes:

Marcus Johnson – Director of SoCal Operations/Project Manager

Marcus is responsible for day-to-day contact with many of 4LEAF’s clients. Marcus manages numerous clients and is responsible for recruiting, qualifying, and placing staff throughout the organization. His experience encompasses the more complex plan review and field inspections of building construction, plumbing, mechanical, and electrical installations in residential single, multi-family, commercial, and industrial construction. **Marcus will be the City’s main point of contact and will handle contractual details and staff requests.**



Davison Chanda, PE – Supervising Plans Examiner

Davison is a registered Engineer and Certified ICC Plans Examiner with more than 10 years of structural design background with responsibility of structural system analysis, design, and preparation of construction documents from inception to completion, in accordance with overall project requirements. Davison’s strengths include seismic and wind design analysis, steel design, timber design, reinforced concrete design, prestressed concrete design, foundation design, structural analysis, design of masonry structures, architectural drafting, electrical, mechanical & plumbing systems, and soil dynamic. **Davison will oversee plan review projects from our staff.**



Melissa Mennucci, SE – Structural Plan Review Engineer

Melissa is a Registered Structural Engineer in the State of California with more than 16 years of industry experience including more than 10 years of design experience. Melissa is currently managing all plan reviews from our UC Davis client as well as performing Structural Plan Reviews for a number of projects. She also provides technical guidance to the plan reviews and is experienced with a wide array of project and construction types. **Melissa will be the lead structural engineer assigned to complex plan reviews.**



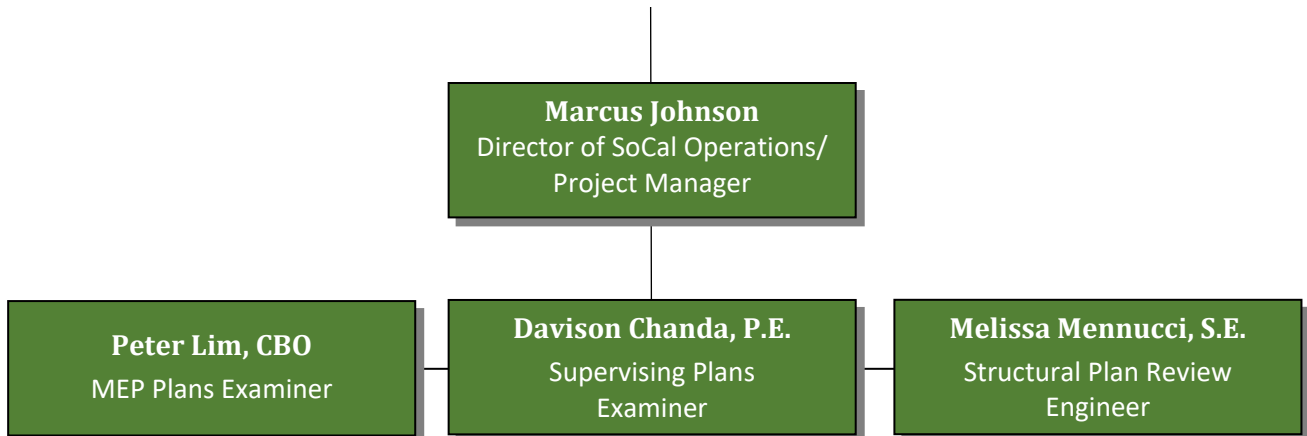
Peter Lim, CBO – MEP Plans Examiner/Building Official

Peter is an experienced ICC Certified Building Official with over 23 years of industry experience. He has a broad knowledge of residential, commercial, and industrial plan check and inspections. Peter utilizes excellent communication skills and has the unique ability to defuse any situation that may arise. Peter can foresee issues with the building code and has the knowledge to quickly resolve it. This skillset helps him effectively maintain excellent relations with staff, property owners, and design professionals. **Peter will assist the City with architectural plan reviews and is able to fulfill plan review QA and interim Building Official needs as requests.**





ORGANIZATION CHART



Condensed List of 4LEAF’s Plan Review Team

<p><u>Plan Review Engineers</u> Beng Low, S.E. Ali Hekmat, S.E. Albert Kong, S.E. Scott Martin, P.E. Davison Chanda, P.E. Melissa Bridges, P.E. Stephanie Hionis, P.E. Youseff Abdou, P.E. Joe Nicolas, P.E. Albert Nissan, P.E. Jay Shih, P.E. Steve Kim, P.E.</p>	<p><u>Building Inspectors</u> Nick Henderson, CBO Minnie Arredondo, CBO Chris Fowler, CBO Michael Hosier, CBO Mark Hoadley Dean Lovejoy Greg Johnson Martin Scott, DSA 1 Kiely Ricardo Robert Mantia Christopher Pallares Don Hutsell</p>	<p><u>Permit Technicians</u> Caitlin Roeder Shantelle Fuentes Vanessa Morales Chelsea Serafino Ana Ortiz Crystal Zamora Vanessa Mota Austin Arabia Apolinar Ortiz Shayne Prudente Angelina Marquez Cindy Lucas</p>	<p><u>CASp</u> Doug Martin, CASp Brent Hipsher, CBO, CASp David Rashe, CBO, CASp Scott Wungluck, CASp Scott Johnson, S.E., CASp Jerry Thome, CASp Clay Salzman, CASp</p> <p><u>Plans Examiners</u> Gary Shimotsu Sara DeLand Clarice Shepard Lowell Brown Matthew Deihimi</p>
--	--	---	---

Additional staff available upon request.

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION G
REFERENCES



SECTION G: REFERENCES

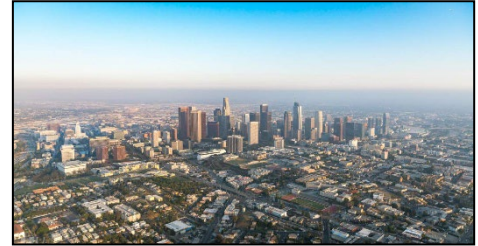
County of Los Angeles

On-Call Permit Technician and Building Inspection Services

4LEAF provides Los Angeles County (County) qualified personnel for on-call building and safety inspection, permit technician, and related services within 48 hours of notification.



4LEAF provides the County with inspection services that consist of combination building inspection services, code enforcement/property rehabilitation services, and business license clearances. Combination building inspection services provided during the construction phase of various private and County improvement projects. Code enforcement/property rehabilitation services will be performed through inspection of properties, filing notices and complaints against violators of County building laws, documenting, and preparing violation cases for the District Attorney’s office and/or County Counsel, testifying in court, and public nuisance abatement utilizing specified County procedures and policies. Business license clearances will be conducted on an on-call basis. Personnel may be required to inspect and report to sites located throughout Los Angeles County. Personnel will also be expected to review electronic/digital plans and documents as directed by the County.



4LEAF provides all labor, materials, transportation, and equipment necessary for personnel to perform these services throughout Los Angeles County. Equipment includes, but is not limited to: business cards, email-enabled smart phones or equivalent, digital cameras, and electronic portable devices such as notebook computers, tablets, or any other additional devices as determined by the County. The equipment shall be of a type acceptable by the County. Materials shall include, but are not limited to, all necessary code books and reference materials.

Staff requested by the County includes:

- Permit Technician
- Building Inspector
- Building Inspector + CASP
- Building Inspector (prevailing wage)
- Senior Building Inspector
- Senior Building Inspector + CASP
- Senior Building Inspector (prevailing wage)
- Property Rehabilitation/Code Enforcement Inspector
- Document Control Specialist
- Mainframe Programmer

Agency Name: Los Angeles County Public Works
Client Contact: Justin Soo Hoo, P.E.
Client Telephone: (626) 485-5100
Client Address: 900 S. Fremont Ave., Alhambra, CA 91803
Contact Email: JSooHoo@DPW.LaCounty.gov
Contract: 2020 - Present (contract extension in October 2023)



City of Indian Wells

Building Plan Review, Building Inspection Permit Services

4LEAF provides the City of Indian Wells third party plan check services, including electronic plan review, for the City’s Building and Safety Division in the Community Development Department. 4LEAF works with the Building Official and staff to review plans and documents for code compliance.



4LEAF provides highly qualified plan check professionals who work under the supervision of an ICC Certified Plans Examiner or Licensed Professional Engineer (P.E.) to provide efficient, accurate and timely plan checks services with sufficient staffing to meet the City’s needs. All 4LEAF staff have previous experience working for cities, are customer-service oriented, and have experience successfully managing multiple tasks, assignments, and responsibilities.



4LEAF performs review of structural, life safety, accessibility, plumbing, electrical, mechanical, energy compliance, and building code standards to ensure compliance with the adopted model codes as amended and municipal codes of the City of Indian Wells. All changes/corrections are identified, documented, and addressed prior to approval. Approved plans are stamped and signed as approved once they meet all requirements.

Services include:

- Provide highly qualified plan check professionals who will work under the supervision of an ICC Certified Plans Examiner or Licensed Professional Engineer (P.E.).
- Provide efficient, accurate, and timely plan check services with sufficient staff to meet the City’s needs.
- Provide staff with previous experience working for cities, be customer-service oriented, and have experience successfully managing multiple tasks, assignments, and responsibilities.
- Have the capability to conduct electronic plan review.
- Commercial and residential building plan checks will be performed by 4LEAF, as well as all plumbing, electrical, mechanical, and related plans submitted to the City by private developers or other applicable government agencies for construction and reconstruction projects.
- Check plans for compliance with California Building Codes and all applicable codes and statutes.
- All changes/corrections will be identified, documented, and addressed prior to approval.
- Stamp and sign approved plans once they meet all requirements.
- Provide transmittal of documents and plans to and from off-site facilities and City Hall, review plans, and communicate with applicants, architects, Engineers, Designers, Owner, or Agent.

Agency Name: City of Indian Wells
Client Contact: Craig DeGroot, CBO, Building Official
Client Telephone: (760) 776-0230
Client Address: 44-950 Eldorado Drive / Indian Wells, California 92210
Contact Email: CDeGroot@IndianWells.com
Contract: 2020 - Present



4LEAF is providing On-Call Building and Fire Plan Check, Inspection, and related services, and has recently added Fire Prevention Services to our scope of work we are providing to the City. We are providing on- and off-site plan review for all building codes, including fire code plan checks, architectural, structural, plumbing, mechanical and electrical plan check. 4LEAF currently staffs six positions including three Permit Technicians, two Inspectors, and one part-time Plans Examiner and ensures that all project deadlines are delivered as per the City’s contract.



Scopes of work include but are not limited to:

- Check for compliance with all applicable codes adopted by the City, including, but not limited to California Building, Mechanical, Plumbing, and Electrical Codes, Uniform Solar Energy Code, and any applicable adopted local amendments, State of California codes or regulations.
- Confirm building use, occupancy, and type of construction, and review construction of buildings and structures to determine satisfaction of safety requirements.
- Coordinate building permit requirements and interface with City Departments and other agencies, including but not limited to the Public Works Department, Planning Division, the Rialto Fire Department and County of San Bernadino as needed.
- Enforce conditions of approval associated with discretionary permits regarding building and safety regulations, as adopted by the City.
- Provide special inspections by qualified inspectors and conduct investigations as directed by the City, including field and office research and the preparation of letters and/or documents.
- Prepare inspection logs, notice of violations and other documents of building and safety code violation cases for submittal to the City Attorney’s office when prosecution action is necessary to obtain compliance with the above codes and regulations.
- Receive, process and issue building permits and coordinate the plan check and inspection process, including the tracking, routing and storage of building plans and the filing of building permit applications. Input information into the City’s computer tracking system.



Agency Name: City of Rialto
Client Contact: Jesse Sanchez, CBO, Building Official
Client Telephone: (909) 820-8091
Client Address: 150 S. Palm Ave., Rialto, CA 92376
Contact Email: JSanchez@RialtoCA.gov
Contract: 2021 - Present



4LEAF administered a complete Fire Prevention Bureau. We are provided on- and off-site plan review, annual, sprinkler, OSHPD, alarm, and state mandated inspections. 4LEAF staffed five positions including Fire Inspectors and a Fire Marshal and ensured that all project deadlines were delivered as per the City's contract.



Scopes of work included:

- Provide a California certified Fire Marshal to perform fire investigations, public education, and other Community Risk Reduction (CRR) programs.
- Provide a minimum of one (1) California certified Fire Prevention Officer at the City during regular business hours to meet with the public, review fire plans and conduct fire inspections.
- Plan review for compliance with the California Fire Code, as amended and adopted by the State of California (Title 24, Part 9 of the California Fire Code) and the City of Victorville requirements.
- Plan review for compliance with the National Fire Codes as published by the National Fire Protection Association (NFPA), as adopted and referenced by the State of California (Title 24, Part 2 of the California Building Code; Title 24, Part 9 of the California Fire Code) and the City of Victorville requirements.
- Plan review for compliance with applicable provisions relating to fire alarm systems of the National Electrical Code as published by the National Fire Protection Association (NFPA), as adopted and amended by the State of California (Title 24, Part 3 of the California Electrical Code.)
- Inspections of all new structures and modifications to existing structures for compliance with all State and Local requirements as prescribed by the California Building Code; California Fire Code; and City of Victorville requirements.
- Inspections of fixed fire suppression systems to confirm installation complies with the approved plans; State requirements; local requirements and manufacturer's specifications.
- Inspections of fire sprinkler systems to confirm installation complies with the approved plans; State requirements; local requirements and manufacturer's specifications.
- Support office staff and provide counter service, respond to questions, return phone calls and emails, input correction notices and case-related comments into the City's permitting software system.

4LEAF continually communicated with the City and as a 24/7 operation, there was always someone available to address questions, needs, or provide staff with a quick turnaround.

Agency Name: City of Victorville
Client Contact: Kevin Collins, CBO, CFM, Building and Fire Official
Client Telephone: (760) 646-0131
Client Address: 14343 Civic Drive, Victorville, CA 92393
Contact Email: Kcollins@VictorvilleCA.gov
Contract: 2019 - 2021



City of Hollister, CA

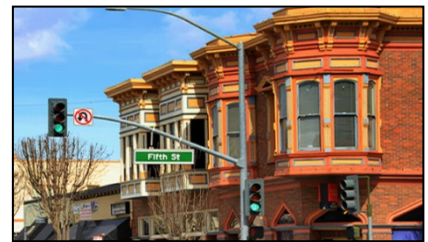
Planning, Building Official, Plan Review, Permit Technician, Code Enforcement, and Inspection Services

4LEAF has been providing full Building Department Services to the City of Hollister since 2012. Currently, 4LEAF is providing over 10 full-time employees to the City’s Building Department who perform **Building Official, Building Permit Issuance, Building Inspector, Code Enforcement, and Building Plan Checker services**. 4LEAF also provides off-site Plan Check and Fire Plan Check services.



Services provided to the City include:

- Combination inspections to verify with City of Hollister’s latest adopted and amended Title 24 California Building Codes, parts, 2,3, 4, 6, 8, and 12 covering structural, fire, life-safety, disables access, energy conversion, plumbing mechanical and electrical installations.
- Collection of all fees for building inspection and review services at Building Department office and submits to the City’s Finance Department all received payments by the close of each business day.
- Certification in writing that each inspection performed and authorized as complete, conforms to all applicable local, State, and federal building codes, ordinances, regulations and requirements, and that the work is in conformity with applicable approved plans and specifications.
- Fire plan checks of alarm permits, fire sprinkler systems, hood system, and underground storage tanks for compliance with all applicable, local, state, and federal codes. Provides all approved plans to the City fire department to make inspections. Collects fees for fire plan checks, fire permits and fire inspections.



Agency Name: City of Hollister
Client Address: 375 Fifth Street, Hollister, CA 95023
Contact Name: Brett Miller, City Manager
Contact Telephone: (831) 636-4300
Contact Email: Brett.Miller@CityofHollister.ca.gov
Date of Service: 2012 - Present

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION I
SCOPE OF SERVICES



SECTION I: SCOPE OF SERVICES

SCOPE OF WORK

4LEAF has reviewed the scope of work and the City is requesting services from experienced consulting firms able to perform services for the City's Building and Safety Department on an as-needed basis. 4LEAF is able to provide services in the following areas:

- ❖ Plan check services for residential, multi-family residential, commercial, industrial, civil, building/fire code, electrical, plumbing, mechanical, soils reports, fire protection, title-24 energy, disabled access, green building standards, floodplain-FEMA, wildland urban interface fire severity zones, hazardous materials and state housing law title-25 factory-built structures.
- ❖ Field inspections for residential, multi-family residential, commercial, industrial, grading, green building standards, disabled access, floodplain, wildland urban interface fire severity zones, fire protection systems, fire site access, and state housing law title-25 factor-built structures.
- ❖ CASp certified plan check and inspection services including Disabled Access Regulations in Chapter 11-B and Multi-Family Disabled Access Regulations in Chapter 11-A as required under SB 1608.
- ❖ Public counter and permit issuance.

PLAN REVIEW SERVICES

4LEAF will provide Plan Review for any type of structure to ensure compliance with all adopted codes, local ordinances (including Tier 1 of Cal Green, if required) and State and federal laws that pertain to Building and Safety, and for compliance with the adopted International Code Council (ICC) Building, Plumbing, Electrical, Mechanical, National Fire Protection codes and standards, and the Accessibility and Noise and Energy Conservation requirements as mandated by the State of California Title 24, State of California Water Efficient Landscape Ordinance, the State of California Certified Access Specialist (CASp) compliance, and all other applicable ordinances. We provide these services for project types including Single-Family Dwellings, large Multi-Family Mixed-Use Dwelling Units, Commercial, and Industrial.

Approach

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

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



On- and Off-Site Review

4LEAF can supply Registered Professional Engineers to the City to work on-site performing structural plan review and non-structural reviews at the jurisdiction's discretion. Our experience includes checking for compliance with the structural, life-safety, accessibility, plumbing, mechanical, electrical, fire, and local codes/ordinances.

Process Mapping

4LEAF aims to bring departmental processes together by identifying and eliminating obstacles to streamline processes. Our subject-matter experts visit each department within a jurisdiction to conduct an analysis of existing processes, identify how best to streamline separate departmental processes to improve workflow, and provide guidance and recommendations on an improved work plan. 4LEAF implementation staff work both on- and off-site during this process and offer extensive training to existing municipal staff members on the use of a jurisdiction's preferred permitting software.

We have a robust amount of experience with software that aids in the implementation of process mapping, such as e-PlanSoft, TRAKiT, EnerGov, Accela, and iWorQ.

QA/AC Review Process

Task 1 - Project Tracking Set-up

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

Task 2 - Complete Submittal Review

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

Task 3 - Plan Review Assignment

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

Task 4 - Plan Review

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

Task 5 - Quality Control

Prior to submitting the plan review correction list to the City, the designated plan review project lead will review the correction list for adherence to applicable codes and ordinances as well as for accuracy and completeness. After completion of our quality control review a correction list will be e-mailed to a designated staff member at



the City or as directed. The correction list and a 4LEAF transmittal form will include a description of the work, type of construction, occupancy group, square footage, number of floors, and sprinkler requirements.

Task 6 - Plan Review Rechecks

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

Task 7 - Project Approval

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

Turn-Around Times

4LEAF has a tremendous reputation for completing projects on-time and under budget. 4LEAF’s plan review team is widely recognized for quick turn-around times and prompt service. Off-site plan reviews are performed at our office, with plans transmitted by personal delivery or overnight service. The standard turn-around time is within 10 business days for residential plan reviews and within 10 days for commercial/industrial plan reviews; however, these timeframes are negotiable based on your needs. **4LEAF also provides Fire Plan Review services.**

Type of Plans	Transportation	Initial Review	Resubmittal Review	Resubmittal Review #2	Expedited Review	Expedited Resubmittal
*Residential	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
**Multi-Family	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
Commercial	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
***Large Commercial > 15,000 s.f.	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable

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

Pick-up of all plans will be performed by 4LEAF staff within 24 hours of the City’s phone call or e-mail. 4LEAF prefers to pick-up and deliver the plans in person to communicate information that may be pertinent to the project and maintain consistent communication. At no additional cost, 4LEAF staff will transport the plans to and from the City upon a phone call to the 4LEAF office or simply e-mail for “pick-up” to pickupsocal@4leafinc.com.

Structural Only Review

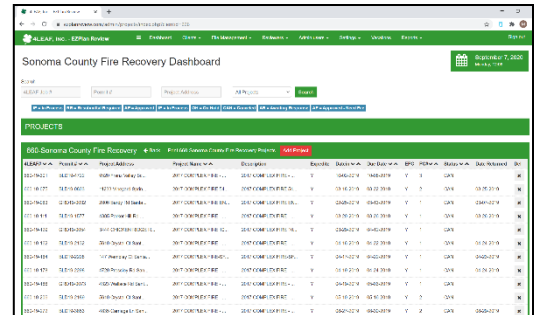
Upon request, 4LEAF will perform “structural only” reviews for the City. 4LEAF can communicate directly with the designers via email, in-person meetings, and through our EZPlan Review system. 4LEAF prefers PDF files for “structural only” reviews as they allow several Structural Engineers to review plans together should there be



design-related questions. The majority of 4LEAF’s plan review engineers have a design background and work well with project designers.

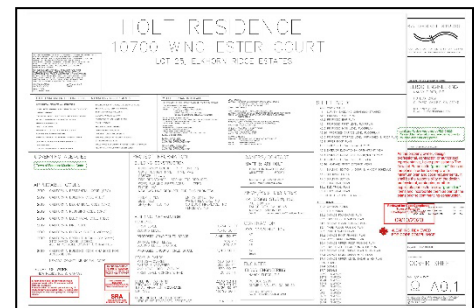
4LEAF’s EZPlan Review

EZPlan Review is our in-house tracking software that acts as a communication tool between 4LEAF and the jurisdictions we work with. The use of EZPlan makes communication easy. This web portal allows users visualize project due dates, notes, and status updates so that projects can be followed from start to finish. Additionally, 4LEAF provides electronically stamped and uploaded copies of approved project plans, a value which saves clients time and resources. With the use of EZPlan, 4LEAF hopes to provide a level of ease and transparency during the off-site plan review process.



Document Control

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



Plans then get distributed for review to a 4LEAF team consisting of Plan Review Engineers, Architect (a licensed state professional) and/or an ICC Certified Plans Examiner, as applicable. Our staff then performs his or her function of analyzing the plans and documentation for effective conformance to the state codes, referenced construction standards, and City amendments. 4LEAF’s code review methodology is “The Effective Use of the Codes” reinforced through proprietary and jurisdictional checklists. When complete, the Plan Review Manager overviews the project for quality control purposes and forwards comments or approvals to the client.

Off-Site Electronic Plan Review

Digital plan review allows 4LEAF the ability to review, markup and transport plans of any size electronically. We strongly encourage this service for our clients. This process delivers a high degree of cost effectiveness, time efficiency and a “green” and environmentally friendly system. Through our strong focus on utilizing this digital capability, we offer full access to all 4LEAF engineers and plans examiners company-wide, from any of our office locations. A protected online portal will be established to allow property owners, contractors, developers, businesses, designers, and stakeholders to submit plans electronically for review. Access to the online portal will be given to City staff for immediate access to information regarding project status during the review process.

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



and timely turnarounds resulting in permit issuance within 5-7 business days.

Additional Technologies

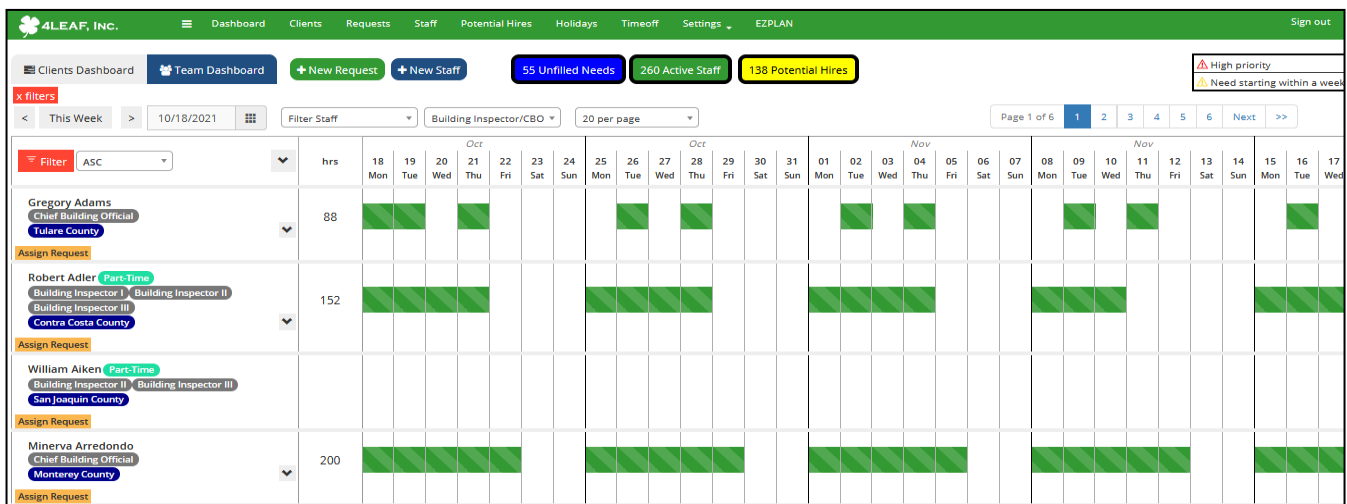
Having served more than 350 jurisdictions, 4LEAF and our staff are knowledgeable and have experience working with a variety of different technologies for Electronic Plan Review, Permit Tracking, and Building Inspections. 4LEAF’s experience with tracking technologies includes, but is not limited to:



INSPECTION SERVICES

4LEAF has a team of more than 200 ICC Certified Building Inspectors, OSHPD/DSA Inspectors of Record, and Construction Inspectors working on various contracts. 4LEAF has a team committed to work throughout Southern California who will remain for the duration of projects to ensure we capture the goals and performance that have made our inspection system successful. We maintain the largest database of qualified inspectors of varied qualifications. Inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF’s inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections.

4LEAF can provide interim or full-time inspectors same-day or within one business day—simply call, email, or text our assigned Project Manager for an immediate response. Below is a snapshot of our on-call database that is utilized for all our clients for as-needed requests.



Inspection/Code Enforcement Placements

Periodic Inspection Services → Available Next Day

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



Part-Time Inspection Services → Available Next Day

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

Full-Time Inspection Services → Available Two Days or Less

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

Project Specific Inspection Services → Available Two Days or Less

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

Project-Specific Inspections

GoFormz

4LEAF will implement the GoFormz software for inspection requests. With licenses owned by the City, 4LEAF’s Administration team will prepare inspection requests and inspection results documenting construction activity.

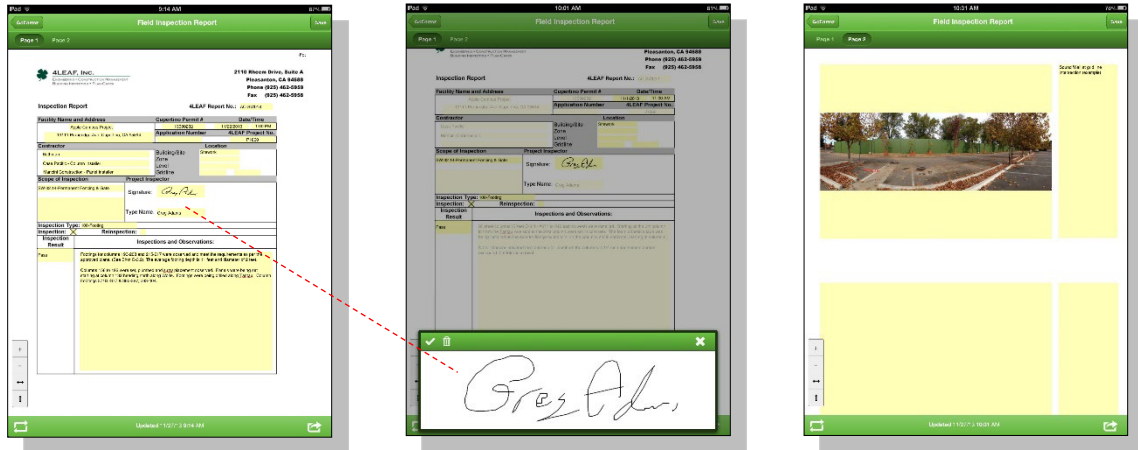


In addition, 4LEAF will be able to extract information and provide detailed monthly reports detailing the construction activity. The reports will be detailed to identify contractors, subcontractors, work progress, pictures, and a detailed explanation of the field activities.

GoFormz allows every piece of information collected on a project to be accessible by all staff as every form is stored securely and safely in the Cloud. The information can be accessed through a user’s web account where they can view any inspection report and run reports on project data. The information can be accessed through a user’s web account where they can view any inspection report and run reports on project data.



The inspector will be able to leave detailed notes under the inspections and observations box and instantaneously attach pictures to the report to show the item inspected. The inspector will also be able to sign the report by hand on the iPad through the mobile signature block and pictures taken from the iPad are stored on the inspection document.



Certified Access Specialist (CASP)

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



Permit Technician

4LEAF Permit Technician Staff must be experienced and dedicated to serving the public at the Planning and Building Department counter. 4LEAF has numerous of Permit/Counter Technicians on staff, many who are currently assigned to Building Departments throughout the state. All staff will have the materials, resources, tools, and training required to perform the job. Typical Permit Technician duties include:

- Accepting plans for plan check
- Verification that plans are accurate and complete
- Calculating permit fees
- Explaining ordinances and procedures to owners, contractors, developers, architects, and general public
- Assisting with preparation of permit applications
- Receiving plans for Planning and Building permits and route to various agencies (if requested)
- Accepting complaints on code violations, process, and record complaints
- Answering phone calls for field and office staff
- Processing inspection requests
- Maintaining files for building permits
- Operating the Building Department’s computerized information system
- Inputting a variety of information, including building permits and inspections
- Completing related duties and responsibilities as assigned by Building Official and Senior staff members

SOILS ENGINEERING

4LEAF will use sub-consultants to provide soils report reviews and verify implementation of their design recommendations and parameters into structural design of the building as part of the building plan review in. Sub-consultants will also provide review when subject to Flood Plain or Liquefaction Zone criteria for compliance when directed by the City’s Building Official.

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION J
COST PROPOSAL



SECTION J: COST PROPOSAL

Per the RFP provided by the City of Beaumont, the detailed cost of services has been included in a separate sealed envelope.

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION K

ADDITIONAL INFORMATION



SECTION K: ADDITIONAL INFORMATION

4LEAF has presented our firm experience and qualifications as requested by the City's RFP. Should additional information be helpful, please contact our Project Manager and our team would be happy to fulfill the request.

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

SECTION M

INSURANCE REQUIREMENTS



SECTION M: INSURANCE REQUIREMENTS

Upon award of contract, 4LEAF can provide the City with proof of insurance and indemnify in accordance with the City's insurance requirements. As an example, below is our current proof of insurance certificate.

4LEAINC-01 MINED1

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)
4/8/2022

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

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

PRODUCER License # 0C41366 Granite Professional Insurance Brokerage, Inc. 360 Lindbergh Avenue Livermore, CA 94551	CONTACT NAME: PHONE (A/C, No, Ext): (925) 462-8400 FAX (A/C, No): (925) 462-8888 E-MAIL ADDRESS: commercial@graniteins.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Travelers Property Casualty Company of America	NAIC # 25674
INSURER B: Evanston Insurance	35378
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
 4LEAF, Inc.
 2126 Rheem Dr
 Pleasanton, CA 94588

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PER OCC <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			6800J268720	4/9/2022	4/9/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			8107R025623	4/9/2022	4/9/2023	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED: RETENTION \$			CUP1S364055	4/9/2022	4/9/2023	EACH OCCURRENCE \$ 6,000,000 AGGREGATE \$ 6,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICERS/EMERGE IF EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	UB2T357728	4/9/2022	4/9/2023	<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
B	Professional Lib			MKLV7PL0005281	4/9/2022	4/9/2023	Each Claim 2,000,000
B				MKLV7PL0005281	4/9/2022	4/9/2023	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The attached forms apply as required per written contract or written agreements between the listed parties and the insured, which are subject to the policy provisions. In the absence of such written contract or written agreement the attached form may not be applicable.
 All operations of the named insured. Certificate holder is named as additional insured to General Liability and Automobile Liability policies per attached endorsements CG D3 81 09 15 and CA T3 53 02 15. Waiver of Subrogation applies to General Liability per endorsement CG D3 81 09 15. Waiver of Subrogation applies to Auto Liability per endorsement CA T3 53 02 15.

CERTIFICATE HOLDER Proof of Insurance Only - CA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

PROPOSAL TO PROVIDE

BUILDING & SAFETY PLAN CHECK
SERVICES

TO THE

CITY OF BEAUMONT

APPENDIX
RESUMES

Marcus Johnson, CBO

Director of Southern California Operations / Project Manager

Experience

18+ years

Education

AA, Architectural Technology

Certifications

ICC Certified Building Official

ICC Building Plans Examiner

ICC Permit Technician

ICC Accessibility Inspector/Plans Examiner

ICC Commercial Plumbing Inspector

ICC Residential Plumbing Inspector

ICC Plumbing Inspector

ICC Building Inspector

ICC CALGreen Inspector

SAP CA DSW Local Inspector

Professional Affiliations

California Building Officials

County Building Officials Assoc. of CA.

East Bay Chapter, ICC

Napa Solano Chapter, ICC

Sac. Valley Assoc. of Building Officials

Redwood Empire Chapter. ICC

Experience Summary

Marcus is responsible for day-to-day contact with many of 4LEAF's valuable clients in the Building & Safety, Engineering, Construction Management, and Plan Check industries. Marcus manages numerous Building Department clients and is responsible for recruiting, qualifying, and placing staff throughout the organization.

Marcus carries comprehensive experience as an ICC certified senior level inspector and plans examiner. His experience encompasses the more complex plan review and field inspections of building construction, plumbing, mechanical and electrical installations in residential single, multi-family, commercial, and industrial construction. He is extremely knowledgeable of required compliance with applicable building, plumbing, electrical, energy, green, accessibility and mechanical codes along with applicable jurisdictional ordinances, state, and local statutes.

His high-level of experience and invaluable personal skills allows him to quickly improve and acclimate to jurisdiction procedures. Marcus thoroughly understands the construction process and the need for speedy project completion in conjunction with accurate compliance and positive customer relations.

Select Project Experience

4LEAF, Inc.

Director of Southern California Operations / Project Manager

2019 - Present

Marcus is 4LEAF's Director of Southern California Operations. Marcus's responsibilities include the day-to-day contact with many of 4LEAF's clients in the Building & Safety, Engineering, and Construction Management industries. Additional responsibilities:

- Recruiting and interviewing prospective employees.
- Mentoring and developing plan review, building inspectors, and permit staff.
- Managing the placement of inspection staff including the tracking of customer service delivery.
- Providing quality answers to code-related or situational questions from inspection staff or clientele.
- Performing plan reviews and inspections on as-needed basis.



Town of Paradise, CA, Fire Recovery

Operations Manager

In 2018, the most destructive wildfire in California history began in Butte County, CA and quickly spread to the Town of Paradise, displacing over 10% of the County’s population. Marcus oversees a staff of more than 15 that provides complete Community Development Services to the Town of Paradise. This four-year contract provides Permitting, Plan Review, Building Inspections, Public Works Inspections, Planning, Code Enforcement, Debris Removal Management, and Public Outreach for this **\$9.5 Billion rebuild**.



County of Sonoma, CA, Resiliency Permit Center (RPC)

Operations Manager

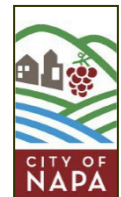
Marcus oversees all the daily operations including plan review and inspections. He ensures the staffing and training is completed for a skilled team to expedite the recovery process. Marcus ensures a cohesive partnership between the County of Sonoma and 4LEAF.



South Napa Earthquake Recovery – City of Napa, CA

Building Inspector

Marcus assisted the City of Napa during the South Napa Earthquake recovery. The earthquake caused close to \$1 billion in damage. Marcus’s responsibilities included providing rapid assessment (RESA), processing FEMA valuation reports, providing inspections, and completing plan review to expedite the recovery process and ensure the safety of the community.



West Coast Code Consultants, Inc. – San Ramon, CA

Manager of Jurisdictional Services

Marcus provided client services for jurisdictional clients encompassing plan review and inspection services. He was responsible for coordination of all staff augmentation throughout the state of California. His experience included working in complex municipalities to provide permits processing, inspections, and plan review services.

City of Hesperia, CA

Building Inspector & Plans Examiner

Marcus reviewed plans and issued building permit applications for new construction, alterations, and remodeling of existing structures. He also verified compliance with applicable codes and ordinances and accepted construction practices and issued certificates of occupancy. Marcus provided technical information and professional advice to City staff, officials, and the public regarding city codes relating to construction, assisted project stakeholders in interpreting and meeting code requirements, and responded to/resolved inspection complaints.

JAS Pacific – Upland, CA

Permit Technician & Building Inspector

Marcus reviewed plans and building permit applications for new construction, alterations, and remodeling of existing structures, verified compliance with applicable codes and ordinances and accepted construction practices; and issued certificates of occupancy. He also acted as project coordinator for the routing of plans.

Davison Chanda, PE

Supervising/Structural Plan Review Engineer

Experience

11 + years

Education

MS, Civil Engineering (Structural)

CSU Long Beach

BS, Civil Engineering (Minor in

Construction Management)

Cal State Fresno

Registrations

Professional Engineer – Civil #83946

ICC Building Plans Examiner

Affiliations

American Society of Civil Engineers

Structural Engineers Association of

Northern California

International Code Council

Foothill Chapter

Experience Summary

Davison is a registered Structural Engineer with more than 8 years of structural design background with responsibility of structural system analysis, design, and preparation of construction documents from inception to completion, in accordance with overall project requirements. Davison is also experienced with field structural observation to ensure their compliance with approved drawings and is experienced with RFI's and solutions for field conditions.

Davison's strengths include seismic & wind design analysis, steel design, timber design, reinforced concrete design, prestressed concrete design, foundation design, structural analysis, design of masonry structures, architectural drafting, electrical, mechanical and plumbing systems, and soil dynamics.

Select Professional Experience

4LEAF, Inc.

Supervising/Structural Plan Review Engineer

2019 – Present

David joined 4LEAF as a Senior Structural Plan Review Engineer and is responsible for the review of commercial and residential structures as well as Quality Control of other 4LEAF Plan Review personnel.

VCA – Orange, CA

Senior Plan Check Engineer – Supervisor

6/2017 – 12/2019

- Reviewed residential and commercial building plans for mechanical, plumbing, electrical, architectural structural and accessibility requirements (Chapter 11A and 11B) for conformance with the CA title 2A.
- Researched into the intent of the code requirement to assist applicants, architects, and engineers to comply the code interpretation.
- Prepared clear and concise written plan review comments/corrections that are necessary to prepare plans for approval.
- Established and maintained effective working relations with engineers and architects to resolve problems regarding code interpretations.
- Attended meetings with applicants, engineers, and architects for clarification of review comments and verifications of corrections.



Melissa Mennucci, S.E.

Structural Plan Review Engineer

Experience

16 + years

Education

University of California, San Diego

Bachelor of Science – Structural Engineering

University of California, Davis

Masters of Science – Civil & Environmental Engineering

Registrations

State of California Licensed Professional Engineer, Structural, #5677

State of California Licensed Professional Engineer, Civil, #72245

Computer Applications

ETABS

SAP

SAFE

RAM

Revit

Bluebeam

Adobe

Excel

Associations

SEOACC

Experience Summary

Melissa is a Registered Structural Engineer in the State of California with more than 16 years of industry experience including more than 10 years of design experience. Melissa is currently managing all plan reviews from our UC Davis client as well as performing Structural Plan Reviews from 4LEAF's Fair Oaks office. She also provides technical guidance to the plan reviews and is experienced with a wide array of project and construction types.

Select Professional Experience

4LEAF, Inc.

Structural Plan Review Engineer

August 2016 - Present

Melissa is responsible for coordinating and managing all plan reviews from 4LEAF for the client UC Davis, including meeting with key personal when needed. She is also performing Structural Plan Reviews in 4LEAF's Fair Oaks office for various clientele including such cities as Sacramento, Rocklin, Folsom, Roseville, Stockton, and numerous private clients as assigned.

Buehler & Buehler Structural Engineers

Project Engineer

March 2005 - July 2016

For more than 10 years, Melissa worked as a Project Engineer with this prestigious Design Firm located in Sacramento, CA. Melissa was responsible for managing and designing structural projects using all building materials (steel, concrete, masonry, & wood) and evaluating and retrofitting existing buildings. Melissa routinely collaborated with AMEP consultants on DBB and DB projects using BIM. She also practiced LEAN construction techniques that include pull planning and ISD. In addition, she performed construction administration tasks that include submittal review, RFI response, site visits, field reports, record drawings, etc. as well as managed the new employee training program. Melissa's projects included:

- Commercial, Residential, Schools, Hospitals & Government Facilities

Peter Lim, CBO

Building Official

Experience

23+ years

Certifications

ICC Certified Building Official

ICC Certified Building Plan Examiner

ICC Certified Building Core Specialist

ICC Certified Building Inspector

ICC Certified Combination Dwelling Inspector

Experience Summary

Peter is a highly experienced ICC Certified Building Official with over 23 years of experience working in the Building and Safety Department. He has a broad experience in Building Department day-to-day operations, and in-depth knowledge of Building Code, making him an asset to any Building and Safety Department. Peter utilizes excellent communication skills and has the unique ability to defuse any situation that may arise.

Peter can foresee and quickly resolve Building Code issues in the field and on plans, which allows him to effectively maintaining excellent relations with staff, property owners, and design professionals.

Select Professional Experience

4LEAF, Inc.

Building Official

2021 - Present

Peter is proficient in providing inspections, evaluations, approving construction of structural systems, and overseeing effective implementation of accessibility requirements.

Transtech Engineering, Inc. – Various locations, Southern California

Building Official/Plan Checker

11/2020 - 2021

Responsible for day-to-day operations for the City of Alhambra and plan check. Supervised and manage Building Inspectors and Permit Technicians. Implemented protocols for electronic plan check submittal and electronic plan check.

J Lee Engineering, Inc.

Building Official/Manager

1/2019 – 8/2020

Managed daily activities and training of the Building Department personnel. Supervised plan checker(s), permit technicians and building inspectors. Prepared staff reports to be presented to Department director and council meetings at municipalities. Prepared code adoptions to be presented to Council. Performed digital, paper and counter plan review. Managed Building Depart budget for Municipalities.

Shane Crowe

Project Engineer

Experience

20+ Years

Licenses

CA Registered Civil Engineer, #65419

Education

B.S. Civil Engineering – South Dakota
School of Mines and Technology

Experience Summary

Shane is a Civil Engineer with more than 20 years of industry experience. His experience includes project management and field engineering including: surveying, estimating, and inspection. Shane is familiar with the compliance of various codes including: ADA, EPA, OSHA, UBC, MUTCD, AASHTO, Cal-Trans specifications, Federal Highway Administration Specifications, and various utility entities. Shane is accustomed with the contractor bid process and has experience relating to documentation, project development, construction inspection, writing Plans, Specifications and Estimates (PS&E's), Pavement Management Plans (PMP's), roadway design, landscape design, environmental compliance, renewable energy, grant writing, staff management, and has experience as a governmental liaison.

Shane's experience includes reviewing utility trench construction plans to ensure compliance with local, state, or federal standards and specifications as well as the specific utility agency's requirements. Review of trench construction including materials, compaction, and safety requirements as well as ensuring the proposed utility is within the right-of-way (ROW) and/or any existing public-utility-easement (PUE).

SELECT PROJECT EXPERIENCE

Tribal Project Consultant

Civil Engineer

During his time as a Tribal Project Civil Engineer Consultant, Shane was a Project Manager and provided support to tribal governments and departments for various projects including roads, wastewater treatment facilities, roadway design, utilities, wetlands and storm water management, schools, cultural centers, casino's and other tribal development projects. His projects also included a tribal fish restoration program and drainage rehabilitation. Shane's duties included inspections, cost estimating for preliminary costs, as well as preliminary planning, and PS&E's. Shane wrote grant applications for tribes for development of renewable energy projects and tribal recycling programs. Strategic Energy Plans (SEP), Renewable energy project planning and development.



Branch of Roads

Project Engineer

During his time working with the Branch of Roads in Aberdeen, South Dakota, Shane performed various tasks necessary to ensure that contract provisions for various projects on Indian reservations were met. Shane inspected the projects to ensure that they were constructed according to plans and specifications. He made necessary arrangements to ensure that all contract requirements were met. In addition, Shane inspected material quality and process in obtaining materials in addition to surveying to ensure the proper grades and elevations of pipes, culverts, waterways, and curb/gutters. Shane was able to determine quantities used and unused for projects and estimated the costs of contracts and modifications. Shane informed contractors and subcontractors on quantities used to date and supervised civil engineering technicians, surveyors, and contractors and subcontractors in addition to completing daily, weekly, and final contract reports. Shane provided excellent client services as he worked closely with contractors, subcontractors, tribal representatives, and the public in solving unforeseen problems in the field. He was responsible for inspection checks using FP-92 and FP-96 as well as special contract provisions and the determined of final quantities to close out contracts.

Jackson Rancheria

Tribal Public Works Director

During his time working as the Tribal Public Works Director at Jackson Rancheria, Shane managed construction projects to assure construction schedules and budgets were met. In addition, Shane was a Field Engineer specializing in construction inspection and quality control. This work consisted of PMP Verified construction contracts and ensuring that practices met code requirements, including but not limited to ADA, EPA, OSHA, UBC, MUTCD, AASHTO, Cal-Trans, and various utility entities. In addition, Shane monitored contractors, subcontractors, inspected construction, material quality and processes in obtaining materials. He coordinated various construction projects for facilities, a wastewater treatment plant, and landscaping departments. Shane was able to assist in the design of retaining walls, roadways, grading, and storm water systems. In addition, Shane's duties included estimating construction costs prior to seeking proposals. Verified change orders prior to contractors seeking formal change orders. PS&E's for asphalt paving projects and Pavement Management Plans (PMP's) for Rancheria Roads. Shane gained experience in landscape engineering for the design of landscape/water features including ADA ramps and sidewalks. He was also the tribal liaison and representative with other governmental agencies.

CETEC Engineering

Civil Engineer

During his time with CETEC Engineering, Shane was able to survey various projects throughout western South Dakota. His duties included cost estimating and determining quantities in addition to various basic engineering duties, and quantity takeoffs.

CHEC Consultants

Staff Engineer

During Shane's time with CHEC Consultants, he designed pavement rehabilitation for various projects in addition to writing plans and specifications for numerous projects. Shane inspected construction during the implementation of plans and specifications, inspected the quality of material during construction, managed quality control, and estimated costs of construction. Shane designed five Year Pavement Management Plans with an emphasis on the budget for each year in addition to implementing specifications for particular years of the pavement management plans. Shane ensured that the proper rehabilitation strategy was used at the proper time.

Paul B. Cruel, PE

Lead Structural Plan Review Engineer

Experience

34 years

Education

MBA, Marketing
Golden Gate University
B.S., Mechanical Engineering
Cal Poly, San Luis Obispo

Certifications & Licenses

EnergyPro Non-Residential Software
for Beginners
Solar Water Heating Systems
Inspecting Photovoltaic Systems for
Code Compliance
eQuest Software Training
Financial Analysis of Energy Efficiency
Projects
North American Board of Certified
Energy Professionals
Solar Power Basics for Residential
Customers
Intro to Alternative Energy Systems for
Home and Business Applications
Programmable Logic Controller
HVAC & Refrigeration Certificate
Professional Mechanical Engineering
License
Heat Exchanger Design & Operations
Certificate
Intro to Petroleum Refinery Processing
Certificate
Department of Energy Safety Training
EIT Certificate
ASME Section VIII Division 1 Design
Requirements Technical Training
Certificate

Affiliations

American Society of Mechanical
Engineers, San Francisco Chapter
National Society of Professional
Engineers, Golden Gate Chapter
American Society of Heating,
Refrigerating, and Air Conditioning,
Golden Gate Chapter

Experience Summary

Paul has a wealth of professional experience to offer the California Energy Commission and 4LEAF is excited to include him on our team. With over 30 years of academic and professional experience in mechanical engineering, Paul is an asset to any project. He works exceedingly well with others, has a high standard for quality, and is extremely knowledgeable in the field. In addition to his engineering project works, Paul also teaches/has taught engineering courses in colleges throughout the California Bay Area.

Select Professional Experience

4LEAF, Inc.

Senior Structural Plan Review Engineer

2019 - Present

Paul has recently joined 4LEAF as a Senior Structural Plan Review Engineer and is responsible for the review of commercial and residential structures as well as QC of other 4LEAF Plan Review personnel.

Applied Extracts, Inc. – San Mateo, CA

Mechanical Engineer

2017 - 2019

In his past role, Paul designed equipment used for CO2 extraction processes, performed mechanical design calculations, and reviewed drawings for the fabrication of pressure vessels. His responsibilities also included applying codes and standards, such as the ASME Section VIII Div. 1 Code, to design calculations, using Solidworks to generate drawings for parts, assemblies, and drawings for equipment.

Jacobs Engineering Group – Long Beach, CA

Mechanical Engineer

2014 - 2016

Paul prepared design calculations used in the discipline at the Chevron Refinery (Richmond, CA) and Shell Oil Refinery (Martinez, CA), coordinated design issues with clients and construction contractors, prepared plant layouts, and detailed design models and/or construction

drawings. He also reviewed and checked calculations, design models, drawings, and design documents prepared by others in the group and by material suppliers.

Turn-Key Engineering Team – Santa Clara, CA

Mechanical Engineer

2014

Paul reviewed the load calculations, the controls systems, and building mechanical systems for buildings utilized for the manufacturing of computer-related hardware, i.e., silicon wafers. Coordinated with engineering contractors to renovate portions of the HVAC for process/functional improvements.

Therma-Flight – Benecia, CA

Mechanical Engineer

2013

Paul designed equipment used for the thermal desorption and biosolids drying used for sludge drying, waste management, cooling, soil remediation. He also utilized the ASME Section VIII Div. 1 Code for the design and construction of hollow screw heat exchangers, which was the key component used in the Therma-Flight's screw conveyor equipment.

SolarCity – San Mateo, CA

PV Designer

2012

Paul conducted technical designs for photovoltaic solar installations, analyzed the performance of photovoltaic solar installations, and generated system energy yield calculations—including site measurements of factors such as shading. He also provided accurate CAD drawings (PV array layout, Site and Roof plan, Elevations, Electrical schematics, etc.) and specifications of a proposed rooftop installation using Auto-CAD and MS Office. Paul applied state/national codes, i.e., NEC, CBC, and California Electric Code, etc. and standards to renewable energy systems/projects, performed ampacity calculations, and handled corrections from building and electrical officials in order to get project plans approved for building and electrical permits.

Stantec – Walnut Creek, CA

Mechanical Engineer

2010 - 2011

Paul communicated design issues with clients and construction contractors, prepared plant layouts, and detailed design models and/or construction drawings. He also reviewed and checked calculations, design models, drawings, and design documents prepared by others in the group and by material suppliers. Paul prepared bulk material quantity takeoffs and material requisitions for materials applicable to the discipline and demonstrated teamwork while working with designers in other disciplines in the overall assignment to coordinate plant space utilization.

Youssef H. Abdou, BSEE

Plan Review Engineer

Experience

40+ years

Education

BS, Electrical Engineering
California State University,
Sacramento

Experience Summary

Youssef has more than 40 years of experience providing design, inspection, and plan review of private and publicly funded projects. He has an extensive background in providing his electrical engineering expertise in the design, code compliance and inspection of electrical engineered systems for California Department of Transportation projects and projects for the California Military Department. He is very knowledgeable of the most current versions of the California Buildings Code, the California Electrical Code and the National Electrical Code.

Select Project Experience

4LEAF, Inc.

Senior Plans Examiner

Youssef has provided his Electrical Engineering experience and knowledge of the local building codes and standards to review complex electrical systems related to residential, commercial, public, private, and industrial projects. Most recently he has provided extensive review of multi-million-dollar projects for the California Courts-Administrative Office of the Courts.

California Military Department

Senior Electrical Engineer

Youssef was employed by the State Military Department. He performed project design, prepared technical specifications, and project estimates. His duties included site inspection, and project plan review for armory buildings, maintenance repair shops, and training sites. He prepared technical reports with recommendations and budget cost estimates.

California Department of Transportation

Transportation Engineer-Electrical

Was employed by the California Department of Transportation to perform lighting and power design for state transportation buildings and infrastructure. Projects such as highway lighting and traffic signals, truck scale facilities, roadside rest area facilities, pumping plants, and maintenance buildings throughout the state.

Frandsen & Nolte Associates

Design Engineer

Youssef was employed as an electrical design engineer to provide electrical design of building system design for various types of projects. He was the lead design engineer of various projects which included schools, hospitals, single and multi-residential and industrial projects.

Christopher Fowler, CBO, OSHPD A

Senior Combination Inspector / Inspector of Record / Fire Inspector II

Experience

20+ years

Education

AA, Business Administration

Certifications

OSHPD A
ICC Fire Inspector II
ICC Accessibility Inspector/Plans Examiner
ICC Building Inspector
ICC Building Plans Examiner
ICC Combination Inspector
ICC California Commercial Building Inspector
ICC California Commercial Combination Inspector
ICC California Commercial Electrical Inspector
ICC California Commercial Mechanical Inspector
ICC California Commercial Plumbing Inspector
ICC Residential Building Inspector
ICC California Residential Electrical Inspector
ICC California Residential Mechanical Inspector
ICC California Residential Plumbing Inspector
ICC Certified Building Code Official
ICC Certified Building Official
ICC California Combination Inspector
ICC Combination Inspector - Legacy
ICC Commercial Combination Inspector
ICC Electrical Inspector
ICC Mechanical Inspector
ICC Mechanical Inspector UMC
ICC Plumbing Inspector
ICC Plumbing Inspector UPC
ICC California Building Plans Examiner
ICC Building Code Specialist
ICC California Residential Building Inspector
ICC California Residential Combination Inspector
Heartsaver AED-CPR

Professional Affiliations

International Code Council
Southern Nevada Building Officials Assoc.
World Building Officials Association

Experience Summary

Christopher Fowler has more than 20 years of senior-level commercial construction project management experience, with special emphasis on LEED educational and governmental buildings. He has extensive knowledge of and experience applying, implementing, and enforcing the International Building Codes through thorough plan reviews and inspections. Christopher is proficient with all major construction methods and procedures, including hands-on management experience as both a general and subcontractor representative and overseer. He has provided nearly 10 years of educational training programs in coordination with the ICC for college curriculums.

Christopher has knowledge of building codes for local, state, and federal ordinances such as ICC, UMC, UPC, NFPA, NEC, OSHA, ADA, and health regulations. **He has completed several billion-dollar construction projects including: Apple Campus 2 (\$6 Billion), VMware Corporate Campus (\$1.3 Billion), and Correctional Healthcare Facility (\$1.2 Billion).**

Select Project Experience

4LEAF, Inc. – University of Santa Barbara MEP Plans Examiner / Campus Building Official

On behalf of 4LEAF, Christopher is performing MEP Plan Review services for several UCSB campus projects. As the Campus Building Official, Christopher performs plan and specification reviews for University projects. Plan reviews are



conducted to ensure conformance with approved plans and compliance with University standards and requirements for University-owned buildings. Christopher is currently working on the University is Munger Student Housing, an 11-story dormitory of 1.68 million s.f. that will house up to 4,500 students.

4LEAF, Inc. – County of San Mateo Project Development Unit (PDU) Inspector of Record / Plans Examiner

4LEAF is performing Inspector of Record and Plan Review services for multiple large projects on behalf of the County of Mateo's Project Development Unit. This \$900 Million program consists of up to 18 projects

over the course of 5+ years. 4LEAF is responsible for the review, combination inspections, and inspection reports related to all projects including Essential Services Facilities, Parking Garages, Medical Facilities, Animal Shelters, Fire Stations, and other County buildings. Sample projects include:

Skylonda Fire Station #58

This project consists of a barracks/office building consolidating the functions and operations of two existing structures into a single structure. The barracks/office building will contain administrative offices and related support spaces, conference and training rooms, a kitchen and dining room, dayroom, dorm rooms, fitness rooms, showers, and restrooms. A new primary vehicular access connection shall be provided to Skyline Boulevard to facilitate improved traffic sightlines and vehicle turning radiuses.



Animal Shelter

The County of San Mateo is constructing a new animal shelter that will be located at the Coyote point site of the current animal shelter to replace the existing shelter buildings. This Design-Build project will contain programmed space for a variety of mandated animal care services, limited community services, clinic services, and administrative services. The project currently underway will replace the existing facility with a new approximately 27,000 square foot animal shelter facility.



Steven Raney, CASp, CBO

Building Official

Experience

25+ years

Education

BS – Northern Arizona University
Pasadena Supervisory Academy

Certifications

Certified Access Specialist
(CASp) #519
Certified Building Official
ICC Certified Building Plans
Examiner
ICC Certified Building Code
Specialist
ICC Certified Commercial and
Residential Plumbing Inspector
ICC Certified Commercial and
Residential Electrical Inspector
ICC Certified Commercial and
Residential Mechanical
Inspector
ICC Certified Combination
Inspector
ICC Certified Structural Masonry
Special Inspector
ICC Certified Accessibility
Inspector/Plan Reviewer
Disaster Response
Inspector/Worker CA
Governor's OES (SAP)

Experience Summary

Steven is an ICC Certified Building Official with more than 25 years of hands-on experience in facility construction and development, multidisciplinary industrial research, production, and management. He is equally adept as an individual contributor or in a team environment with senior managerial experience. Steven has acted as a project lead directly responsible for design, construction and commissioning of numerous capital improvement and build-out bio-tech projects. He has extensive hands-on research and production experience in all aspects of biotechnology science, process optimization, and implementation. His proven effective experience in working with local jurisdictions for project completions make Steven a vital asset to any team.

Select Professional Experience

4LEAF, Inc.

Project Manager/Building Official

2021 - Present

Steven is proficient in providing inspections, evaluations, approving construction of structural systems, and overseeing effective implementation of accessibility requirements.

City of Palmdale – Palmdale, CA

Building Official

2/2021 – 7/2021

- Administrated of all functions of the Building & Safety Division including plan check, inspection, and permit issuance
- Prepared of yearly budget
- Participated in the Development Advisory Board representing Building & Safety to provide conditions of approval for proposed projects
- Prepared reports, ordinances, and memos for City Council
- Completed inspections and plan review for complicated projects

City of Big Bear Lake – Big Bear Lake, CA

Chief Building Official

6/2019 – 2/2021

- Supervised a staff of Building Inspectors, Plans Examiners, and Building Permit Technicians
- Resolved code interpretation issues for new and existing buildings for compliance with the adopted Plumbing, Mechanical, Building, Electrical, and City municipal Codes
- Adopted modifications to the State T-24 codes when necessary



4LEAF, INC.

CA Housing & Community Development (HCD) – Southern California Area

Codes & Standards Administrator

2/2019 – 6/2019

Directed, organized, scheduled, and monitored activities and inspections for the Mobile Home Parks program and staff in the Southern California Area offices. Enforced Title 24, 25, and HSC codes, installation and alteration of all manufactured, modular buildings, and mobile home parks.

City of Palmdale – Palmdale, CA

Supervising Building Inspector

8/2018 – 2/2019

Oversaw plans, supervision, coordination, and assignment of activities and operations of building inspection within the Building & Safety Division of the Development Services department. Performed sensitive and difficult inspections. Projects included multi-family, commercial, single family, and city capital improvement projects.

County of San Bernadino – Hesperia, CA

Regional Building Inspector Supervisor

3/2015 – 8/2018

Supervised 3 County Satellite offices including Inspection, Plan Check, Counter Duty, and Permit Technicians. Conducted CASp inspections throughout the county. Performed inspection of County capital improvement projects.

Right at Home Construction Services – El Cajon, CA

Building Inspector

9/2006 – 3/2015

Directly supervised the design, construction, and completion of a Clinical Manufacturing Facility (CMF – Inspection of new residential projects in single- and multi-family homes. Checked construction including MEP's, framing, lath and roofing, and all structural and life safety components to ensure code standard.

JAS Pacific – Barstow, CA

Building Inspector

10/2004 – 9/2006

Inspection of residential, commercial, and industrial projects throughout City.

Raney's Masonry – Hesperia, CA

Masonry Superintendent

7/1996 – 10/2004

Managed the daily operations of a masonry construction company.

Gib Moush, FPE

Fire Protection Engineer

Experience

20+ years

Education

BS, Mechanical Engineering
Louisiana State University

Certifications

Registered California Professional
Engineer, Fire Protection Engineering

Experience Summary

Gib has more than 20 years of engineering experience, 10 of which have been in Fire and Life-Safety. He is a certified Professional Engineer in Fire Protection Engineering in the state of California, and holds a Bachelor of Science degree in Mechanical Engineering from Louisiana State University.

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

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

Select Professional Experience

County of Santa Clara, Facilities and Fleet/City of Gilroy

Fire Plans Examiner

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

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

Livermore Pleasanton Fire Department

Fire Plans Examiner

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

St. Joseph's Parrish, Rio Vista, CA

Senior Plans Examiner

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

Gary Shimotsu, AIA

Construction Manager

Experience

29 years

Education

Bachelor of Architecture, 1985;
University of Southern California, Los Angeles, CA

Graduate Classes, 1995-96, Urban & Regional Planning, USC, Sacramento, CA

Advanced Management Institute, Architecture/Engineering, 1996-97, San Francisco, CA

Licenses

Architect, California #C25149, 1994

Architect, Hawaii #AR9701, 1999

Architect, Illinois #001-018178, 2001 (Inactive)

Architect, North Dakota #1704, 2006

Architect, NCARB Certified #61022, 2006

Architect, Ohio #0714511, 2008

Architect, Missouri #A-2008010406, 2008

Architect, Michigan #1301060780, 2013

Certifications

CDT Certification, Construction Specifications Institute, 1994

CCCA Certification, Construction Specifications Institute, 1998

Dispute Review Board, Institute of Construction Management, LLC, 1999

Certified Mediator, Institute of Construction Management, LLC, 1999

Certified Arbitrator, Institute of Construction Management, LLC, 2000

Certified Green Professional, National Association of Home Builders, 2008

Certified Green Building Professional, Build It Green, 2008

Experience Summary

Mr. Shimotsu is an Architect by education and license for the past 29 years. He has experience working at various industry related discipline firms: Geotechnical, Civil Engineering, and Structural Engineering. He has experience on Pre-Development phase services such as: Coordinating with environmental, planning, and city/state/federal agencies, assisting developers on feasibility studies of potential projects in early stages of development, including securing planning entitlements from various agencies. Assisted Owners on meeting Accessibility/ADA compliance local/state/federal requirements. Managed teams of sub-consultants, owners, and development partners (banks, investors, city/state/federal agencies) on projects from beginning to completion. Secured approvals from various city/state/federal agencies through the development approval process. Made presentations before Planning Commissions, City Councils, Homeowner Associations, and various project stakeholders during project development approval process.

Gary was a Project Manager at the State of California Department of Parks and Recreation, Acquisition & Development Division, Northern Service Center. Projects managed are Special Projects at California State Parks that include California Indian Heritage Center, Candlestick Point SRA, Governor's Mansion Interior Improvements, Hearst Castle Reroof, Hearst Castle Neptune Pool Repairs, and Railyard Technology Museum.

Select Project Experience

State of California Department of Parks and Recreation (DPR) *Hearst San Simeon SHM – Casa Grande Reroof, Restoration, & Repair* *Project Manager*

Hearst Castle, designed by renowned Architect Julia Morgan has both State and National historic designations. The roof of the main building at Hearst Castle, Casa Grande, consists of primarily clay roof tiles with some areas of membrane roofing. The roof of the main building and north wing, and adjacent wall and windows are leaking, resulting in damage to interior finishes and furnishings.

Gary provided project management services covering the scope, schedule, and budget for this \$1.7 million project. He coordinated work between the Northern Service Center disciplines (Cultural, Historical, Architecture, CM), NSC consultants (Architect, Structural Engineer), and DPR San Luis Obispo District personnel.

**State of California Department of Parks and Recreation (DPR)
Hearst San Simeon SHM – Neptune Pool Repairs**

Project Manager

The Neptune Pool, designed by renowned Architect Julia Morgan, is one of the most iconic pools in the world and has both State and National historic designations. Through time materials and finishes have deteriorated and significant water loss has occurred. The work is for the repair of the pool shell cracks, adding a new waterproof membrane, and the placement of the salvaged and new marble tiles.

Gary provided project management services covering the scope, schedule, and budget for this \$2.1 to 2.9 million project. He coordinated work between the Northern Service Center disciplines (Cultural, Historical, Architecture, CM), NSC consultants (Architect, Structural Engineer), and DPR San Luis Obispo District personnel.

City of Sacramento

Public Safety Administration Tenant Improvements (200,000 sf)

Architect/Project Manager

Provided design and construction drawings for this merger of the police and fire departments. Gary coordinated with end users on their program requirements by interviewing the various divisions within the dept. Assisted during construction with construction administration duties – responding to RFIs, reviewing submittals, issuing supplemental docs, inspections. This project involved the coordination of structural, mechanical, plumbing, electrical, fire sprinkler, and landscape consultants. Gary acted in the role of Architect/PM with supplemental CM duties.

**Sacramento Municipal Utilities District/Sacramento Housing Redevelopment Agency (SHRA)
HVAC Retrofit (5,500 sf)**

Architect/Project Manager

Assisted SHRA on upgrading of their existing HVAC system, utilizing new technology– ground source heat pumps. Provided construction drawings for the installation and provided construction administration duties (RFIs, Submittals, ASIs, Change Orders, and inspections)

5th & G Office Development, Davis (25,000 sf)

Assisted the developer on the planning and design of a 5-story office building that was built in Davis. Scope included working with various stakeholders on their program requirements. Assisted in the preparation of preliminary design through construction drawings. Acted in role of Architect/Project Manager.

State Department of Insurance Tenant Improvements (8,000 sf)

Design and construction drawings for this State Department. Coordinated with end use on their program requirements by interviewing the various divisions within the dept. Assisted during construction with construction administration duties – responding to RFIs, reviewing submittals, issuing supplemental docs, inspections. Acted in role of Architect/PM/CM with client.

2000 Evergreen – State Boating & Waterways TI (21,000 sf)

Design and construction drawings for this State Department. Coordinated with end use on their program requirements by interviewing the various divisions within the dept. Assisted during construction with construction administration duties – responding to RFIs, reviewing submittals, issuing supplemental docs, inspections. Acted in role of Architect/PM/CM with client.

2000 Evergreen – State Dept. of Rehabilitation TI (89,000 sf)

Design and construction drawings for this State Department. Coordinated with end use on their program requirements by interviewing the various divisions within the dept. Assisted during construction with construction administration duties – responding to RFIs, reviewing submittals, issuing supplemental docs, inspections. Acted in role of Architect/PM/CM with client.

1515 S Street – State Dept. of Corrections TI (200,000 sf)

Design and construction drawings for this State Department. Coordinated with end use on their program requirements by interviewing the various divisions within the dept. Assisted during construction with construction administration duties – responding to RFIs, reviewing submittals, issuing supplemental docs, inspections. Acted in role of Architect/PM/CM with client.



City of Beaumont
Community Development Department
550 E. 6th Street
Beaumont, CA 92223
Attn: Grace Wichert,
Procurement & Contracts Specialist

March 23, 2023

Subject: Building & Safety Plan Check Services for the City of Beaumont.

Dear Mr. Wichert,

4LEAF, Inc. (4LEAF) is excited to have the opportunity to submit our Cost Proposal to provide Building & Safety Plan Check Services for the City of Beaumont ("City"). **4LEAF is submitting our Cost Proposal to provide services under the City's Request for Proposal (RFP).**

As outlined in the City's RFP, we are submitting our Fee Schedule separately from our Proposal. 4LEAF appreciates the opportunity to present our Cost Proposal to provide Building & Safety Plan Check Services for the City of Beaumont. If you have any questions, please do not hesitate to contact our assigned Project Manager, Marcus Johnson, by phone at (909) 996-0511 or by email MJohnson@4leafinc.com.

Respectfully submitted,

Rachael Fader
Assistant Marketing Coordinator
4LEAF, Inc.



COST PROPOSAL

2023-2024 FEE SCHEDULE & BASIS OF CHARGES

FOR THE CITY OF BEAUMONT

All Rates Are Subject To Basis Of Charges

PLAN REVIEW COST STRUCTURE	NOTES
Plan Review Percentage: 65% <i>(Inclusive of all disciplines except Fire and Civil which are billed on an hourly basis)</i> Hourly Plan Review: \$125 Non-Structural Review \$145 Structural Review	Fee includes: <ul style="list-style-type: none"> ➤ Initial review and two (2) rechecks. Hourly charges apply after three (3) or more rechecks. ➤ Shipping, courier, and electronic service.

Building

Chief Building Official.....	\$150/hour
Structural Plan Review Engineer.....	\$145/hour
Non-Structural Plans Examiner.....	\$125/hour
Certified Access Specialist (CASp) Inspector.....	\$165/hour
Certified Access Specialist (CASp) Plans Examiner.....	\$165/hour
Senior Combination Building Inspector (Building Inspector III).....	\$115/hour
Commercial Building Inspector (Building Inspector II).....	\$105/hour
Residential Building Inspector (Building Inspector I).....	\$95/hour
Permit Manager.....	\$100/hour
Senior Permit Technician.....	\$85/hour
Permit Technician.....	\$75/hour
Clerk/Administrator.....	\$65/hour
Civil Plan Review (Grading, Improvement Plans).....	\$175/hour
Inspector of Record.....	\$124/hour
Project Manager.....	\$175/hour
Principal-in-Charge.....	\$245/hour
Geotechnical Engineer (Sub-Consultant).....	\$225/hour
DSA Class 1 / OSHPD A Inspector.....	\$144/hour
DSA Class 2 / OSHPD B Inspector.....	\$120/hour
DSA Class 3 / OSHPD C Inspector.....	\$103/hour
GoFormz Software.....	\$50/user monthly

Fire

Fire Protection Engineer (FPE).....	\$160/hour
Fire Plan Examiner.....	\$130/hour
Fire Prevention Officer.....	\$130/hour
Fire Inspector I.....	\$105/hour
Fire Inspector II.....	\$120/hour



BASIS OF CHARGES

Rates are inclusive of “tools of the trade” such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 1.5x the plan review fee listed in the fee schedule. Return time will be within seven (7) days of receipt of the plans from the City.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed.
- All plan review services will be subject to a \$250.00 minimum fee if percentage-based fee or 2-hour minimum charge if hourly rates apply.
- Larger complex plan reviews can be negotiated to achieve the best possible pricing.
- All plan review services will be subject to 2-hour minimum fee.
- All plan review services are billed on a percentage basis and includes the initial review and 2 rechecks.
 - Plan reviews will be billed on an hourly basis only after the initial review and 2 rechecks unless otherwise agreed upon on a case-by-case basis.
 - Fire and Civil Reviews are billed on an hourly basis and are not included in our plan review percentage.
- 4LEAF assumes that these rates reflect the FY2022-2023 contract period. There will be a 3% escalation for FY2023-2024, FY2024-2025
- Overtime and Premium time will be charged as follows:

- Regular time (work begun after 5AM or before 4PM)	1 x hourly rate
- Nighttime (work begun after 4PM or before 5AM)	1.125 x hourly rate
- Overtime (over 8-hour M-F or Saturdays)	1.5 x hourly rate
- Overtime (over 8 hours Sat or 1 st 8-hour Sun)	2 x hourly rate
- Overtime (over 8 hours Sun or Holidays)	3 x hourly rate
- Overtime will only be billed with prior authorization of the Director or other designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys’ fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF’s liability will be limited to the value of services provided.
- In accordance with California’s Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF’s non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.