



**BUREAU  
VERITAS**

# PROPOSAL FOR CITY OF BEAUMONT

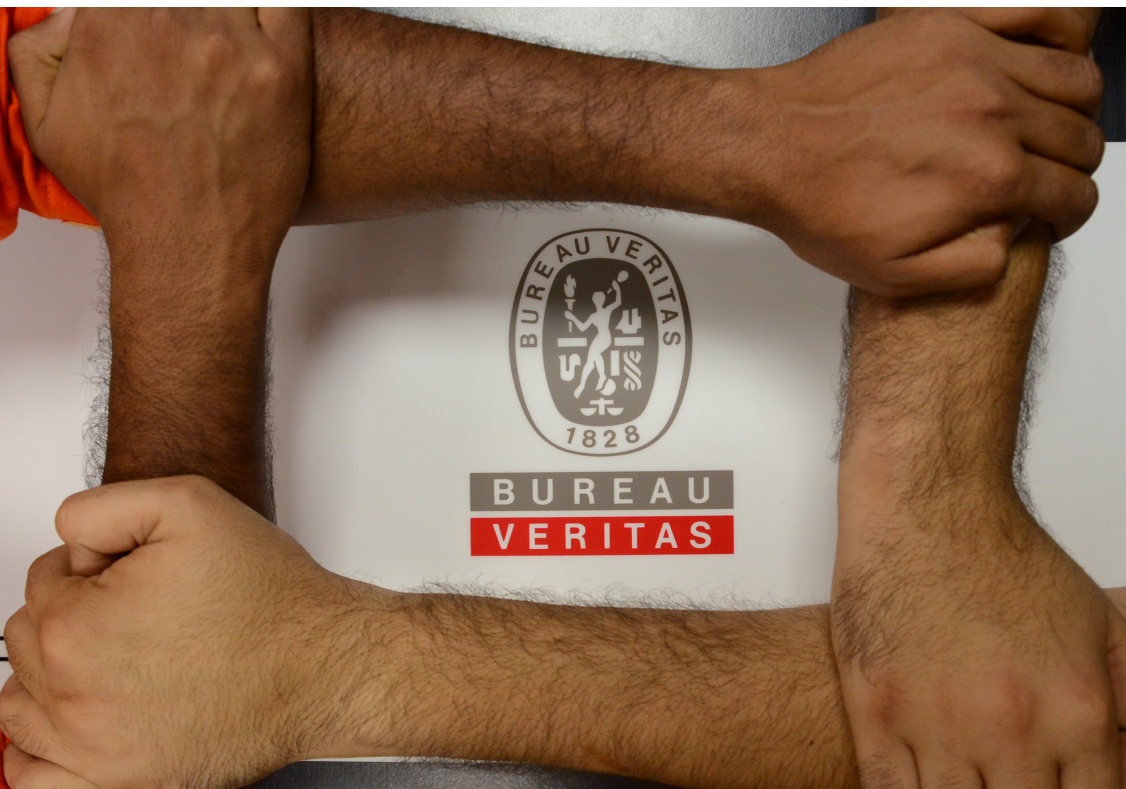
## BUILDING & SAFETY PLAN CHECK SERVICES

For the  
**CITY OF BEAUMONT**  
Grace Wichert  
(951) 769-8250 ext 380  
gwichert@beaumontca.gov  
550 E 6th Street  
Beaumont, CA 92223

March 23, 2023

### CONTACT REGARDING THIS PROPOSAL

Craig Baptista, M.B.A.  
Vice President, Facilities - West Region  
**Bureau Veritas North America, Inc.**  
220 Technology Drive, Suite 100  
Irvine, CA 92618  
E: craig.baptista@bureauveritas.com  
P: 916.514.4516 | C: 916.291.9151



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## A. COVER LETTER

March 23, 2023

### CITY OF BEAUMONT

Grace Wichert  
(951) 769-8250 ext 380  
gwichert@beaumontca.gov  
550 E 6th Street  
Beaumont, CA 92223

### RE: Proposal to Provide Building & Safety Services

Dear Ms. Wichert,

On behalf of Bureau Veritas North America, Inc. (BV), we are pleased to present our proposal to provide **Independent Plan Check and Building Inspection Services** to the City of Beaumont, CA (the City). We take great pride in our ability to provide exemplary, responsive service to our clients. Our proposal will highlight our experience providing similar services for other cities, counties and building departments. We take great pride in our ability to provide exemplary services to our clients.

With a boutique-style approach backed by a broad depth of resources, Bureau Veritas has assisted nearly 200 jurisdictions throughout California over the past 48 years. We have completed plan review projects of all sizes and complexities serving our communities. We take pride in our ability to delivery exemplary service to our clients. We are keenly aware of the desire for high-quality customer service, reliability, responsiveness and cost-effective solutions.

We offer optimal solutions to deliver quality services:

- Unparalleled building plan review, inspections other building safety expertise
- Proven experience in serving local jurisdictions in Riverside County and throughout California
- Established relationships to ensure timely reviews, transparency and responsiveness
- Depth of resources to maximize flexibility and deliver quality services
- Licensed and certified professionals
- Electronic review and best practices to consistently meet turnaround schedules
- Collaborative and solution oriented philosophy and culture

If selected for services, our partnership with the City of Beaumont would be managed through our nearby office in Irvine enabling quick and efficient responses. Our highly qualified staff is ready to serve you. Craig Baptista, Vice President, Facilities - West Region has the authority to contractually bind BV if selected. BV complies with nondiscrimination requirements of the Sate and Federal Government. We look forward to the opportunity to further discuss the City's needs and to building a successful relationship helping to support the community by augmenting your staff, maximizing efficiencies, promoting transparency in our work and exceeding your expectations.

Sincerely,



Craig Baptista, M.B.A.  
Vice President, Facilities - West Region  
**Bureau Veritas North America, Inc.**  
220 Technology Drive, Suite 100  
Irvine, CA 92618  
E: craig.baptista@bureauveritas.com  
P: 916.514.4516 | C: 916.291.9151

## B. INTRODUCTION/INFORMATION

### COMPANY INFORMATION

#### Legal Entity Name:

Bureau Veritas North America, Inc.

**EIN:** 06-1689244

**Form of Business:** Corporation

**Date of Firm's Establishment:** 2003

Subsidiary of Bureau Veritas, founded in 1828

#### Primary Contact (Contract):

Craig Baptista, Vice President, Facilities - West Region  
220 Technology Drive, Suite 100, Irvine, CA 92618  
E: craig.baptista@bureauveritas.com  
P: 916.514.4516 | C: 916.291.9151

#### Primary Location Supporting City:

220 Technology Drive, Suite 100  
Irvine, CA 92618

### APPROACH TO DELIVERING SERVICES

BV is the largest plan review firm in the United States, providing full service code consulting and plan review services. The firm's personnel have performed and managed plan review for thousands of projects. Project types include office and industrial, hotels, institutional occupancies, single-family tract and custom homes, tilt-up shells, tenant improvements, and infrastructure. BV staff have considerable review experience of virtually any structure requiring permits, plan reviews, and inspections. Geotechnical, lab testing, and other reports are considered in the plan review process. The firm is well positioned to meet the needs of the City and deliver discipline-specific plan reviews (e.g., structural, mechanical, access, street, drainage, map, civil infrastructure, etc.).

The firm has specific experience working through a variety of challenges including infill commercial development, adaptive reuse and change of occupancies of existing buildings, retrofit of unreinforced masonry or soft-story buildings, large commercial shopping centers and mixed-use multi-family developments, live-work projects, and high tech, research and development facilities.

BV's plan review services for the City shall endeavor to adhere to current codes, with detailed plan review letter comments, reference plan sheets numbers and code sections, and two copies (one electronic) of the

plan review corrections list are provided for each reviewed project. Services include recheck of plans after the applicant has made corrections, review and recheck of field changes, and deferred submittals and review and recheck of additional work on the project as needed.

### METHODOLOGY & APPROACH

Bureau Veritas provides full service building department administration including plan review, inspection, and permit technician services for numerous agencies. We offer services which range from reviewing a single, complex, or unique project to handling all plan review needs for a City. The firm's personnel are dedicated to providing the highest level of customer service and ensuring all work is in conformance with the requirements of the City and all other applicable codes. Resources can be adjusted on fast-track projects, as needed, to meet demanding schedules. Personnel assigned to City projects are available to attend meetings at the City to address questions or discuss issues with the City staff, design team, and/or construction team which may arise on a project and provide guidance for City staff, applicants, designers, and contractors. Consistency, responsiveness, efficiency, and a positive attitude are key components of the firm's approach.

As an ISO 9001 certified firm, BV undergoes systematic, independent audits of its management systems to meet rigorous objectives and provide continuous improvement in key areas. The firm consistently incorporates proven best practices and protocols as part of its quality management system to meet and exceed ever-increasing customer requirements. These tools include implementation of an established quality assurance/quality control program using the **BV CARE** program for the intake, track, and review of plans to enhance quality and streamline processing/approval; electronic plan check to expedite turnaround times which save time and money; and the utilization of web-based document control system which fosters collaboration, 24/7 access to documents and reports, and enhances overall communication.

To ensure the work assignment is being performed at the highest professional level, BV relies on the management and technical excellence of its personnel and a proven QA/QC program. This assures the quality of all work performed under this contract meets City approval. BV has developed

## B. INTRODUCTION/INFORMATION

and implemented corporate QA policies, consistent with all applicable federal and state regulatory requirements and standards, covering all aspects of project performance, technical quality, and peer review. These policies are implemented at each professional and technical level to provide a well-balanced, independent QA program, which assures the quality of reports, technical reviews, annuals and other documentation prepared by BV. This ensures the product is consistent with the established standards from the standpoint of quality, validity, and legal defensibility.

- **Identify Client Needs:** Identifying the clients' requirements and expectations is a key initial step to BV's client-focused approach. BV actively listens and maintains sensitivity to unique issues, priorities, and organizational culture to work in partnership to assess diverse needs and special initiatives.
- **Strategic Planning:** With this partnership, BV establishes a clear plan of action to institute priorities, identify stakeholders/processing agencies, formulate communication protocols, and align services with mutually-defined needs and objectives.
- **Concise Scoping/Implementation:** A clear and concise scope, schedule, and budget are developed. BV assigns expertise which mirrors the clients' needs and implements best practices to maintain project momentum.
- **Project Management:** Proactive management ensures cost and schedule control and streamlined communication among team members. BV uses appropriate best practice tools to effectively and efficiently deliver the City's assignment within budget and schedule. No matter what the need, the firm's goal is to deliver integrity, impartiality, accountability, efficiency, quality, and transparency.

## C. DELIVERY OF **SCOPE OF SERVICES**

At Bureau Veritas, the firm's #1 goal is to meet and exceed the service levels required from its municipal clients. BV's commitment is to provide staff continuity, close communication, immediate accessibility to staff and information, implementation of best practices, and proactively solve issues not clearly identified in the code. BV fully believes in following a solution oriented philosophy and will proactively ensure exceptional customer service, balance development momentum with code compliance/processing requirements and seamlessly serve as an extension of the City's staff. The firm is keenly aware of the desire for high-quality customer service, timely reviews, reliability, responsiveness, and cost-effective solutions. BV's commitment to providing accurate and appropriate solutions to its clients and its ability to quickly and efficiently meet the needs of the communities the firm serves makes BV an ideal partner for the City.

BV's philosophy is to take a proactive approach in balancing the workforce with the development activity in order to achieve the City's goals and serve its community to the very best of the firm's abilities. Furthermore, the firm is committed to sharing best practices and lessons learned and working with applicants to correct code deficiencies and bring projects to a successful conclusion. To achieve a cohesive and seamless process, the firm has developed the following procedures. BV's team of professionals are capable of providing the required services in an efficient manner in the best interest of the City of Beaumont and are familiar with the City's processes and procedures and will provide successful, on-time, and on-budget project delivery.

### **PROMOTE information sharing and collaborative work between all City staff and contractors:**

When you have multiple groups with differing views, resources, and skills applying their intelligence and strength to manage a community, the results can be impressive. They can figure out ways to garner the necessary skills, funds, and time to solve community problems and improve human services. But it requires people who are well-organized, cooperative, and aligned by a common mission. The BV team puts aside the narrow interests of its own organization and gives priority to the broader common good of the larger community. By networking, coordinating, cooperating, and collaborating, the BV team works

with all City staff, stakeholders, and organizations to accomplish common goals each entity can't achieve on their own.

### **KNOWLEDGE AND EXPERTISE**

BV and our proposed, locally-based staff for this contract have a long-established history working for the nearby municipalities to perform in-house and outside plan check, inspections, civil and other building department services. Consequently, we can leverage a breadth of code compliance and permit processing expertise to meet the needs of the City, and offer highly qualified engineers and ICC certified staff who are in close proximity and can quickly respond to the City's needs.

### **COMPETENCE THROUGH CERTIFICATION: INTERNATIONAL CODE COUNCIL**

Building safety depends on more than codes and standards. Building safety results from providing trained professionals with the resources and ongoing support necessary to stay current with the latest advancements in the building safety field. ICC certification ensures competent building and fire safety individuals are involved in the critical building approval process. The ICC certification represents BV's commitment to providing professional and competent plan review and inspection staff to our municipal clients.

### **ACTIVE PARTICIPATION AND PROFICIENCY IN THE CODE INDUSTRY**

As demonstrated through our ICC Certifications, BV's staff is proficient in the application of the International Family of Codes. Additionally, the team is proficient in the application of the National Electrical Code, NFPA codes, Green Building Program/Energy Code, and Accessibility Standards. Our staff has participated in the development of the codes on the local and national level. The staff attends code development hearings at the ICC meetings and are active members of national and regional professional associations.

### **CERTIFIED AND ACCREDITED TO HIGH STANDARDS**

Bureau Veritas is recognized and accredited by major national and international organizations. More than any other company, Bureau Veritas must be exemplary in Quality, Health, Safety and Environment (QHSE). Being a recognized leader in these fields and thus having these competencies

## C. DELIVERY OF **SCOPE OF SERVICES**

in its DNA, BV is continuously improving internal processes to better protect the health and safety of its employees, while also minimizing its impact on the environment and delivering added-value services to its clients.

To demonstrate its commitment to high standards, Bureau Veritas was audited by independent third parties to achieve the ISO 9001:2008 Certification and IAS AC402 Accreditation.

### **ISO 9001:2008 Quality Management System Certified**

ISO 9001:2008 specifies requirements for a quality management system where an organization:

- Needs to demonstrate its ability to consistently provide service that meets customer and applicable statutory and regulatory requirements, and
- Aims to enhance customer satisfaction through the effective application of the system, including processes for continual improvement of the system and the assurance of conformity to customer and applicable statutory and regulatory requirements
- Bureau Veritas achieved ISO 9001:2008 in 2007 and is audited annually.
- IAS AC402 Accreditation.

In 2010, Bureau Veritas proudly became the first company to achieve accreditation under the International Accreditation Service (IAS) Third-Party Permitting, Plan Review and Inspection Service Providers Accreditation Program (AC 402). AC402 outlines requirements for the accreditation of third-party nongovernmental providers of building department services and thus recognizes the important role that private firms play in ensuring public safety. The goal of this program is to provide accreditation to independent providers of building department services based on quality management principles and best practices, to ensure that the outstanding safety record of buildings in the U.S., as compared to buildings elsewhere in the world, is maintained.



### **QUALITY ASSURANCE PROGRAM**

BV associates all share the responsibility for continual improvement of the firm's quality management process and believe the program, supported by the BV business model and its code of ethics, will ensure the continual delivery of high quality products and services to the City of Beaumont. In doing so, the firm will establish itself as the City's preferred supplier in conformity assessment and certification services in the fields of quality assurance, health and safety, environment, and social responsibility (QHSE).

BV's quality management system provides the framework for continual improvement of its internal management processes and resources which will in turn add value for the City through the services offered and delivered. In addition, Our quality management system gives the company and the City the confidence that the provision of services and products will be delivered consistently to predetermined high standards worldwide.

### **Budget Controls and Billing Related Quality Assurance - FLEX**



Budget control is achieved by closely monitoring work assignment labor and direct expenses. Work reports must be completed by each individual and the labor hours must be approved by the project manager before being charged to The City of Beaumont. Similarly, expense reports and other direct expenses must be approved by the project manager prior to entering the cost data system.

To ensure optimal administration of the main functionalities of contract management and the facilitation of billing related quality assurance BV utilizes FLEX. FLEX is a reference repository which is comprised of all billing and contractual information (invoices, work assignments, expenses, labor reports, project reports, etc.). This advanced system assists BV in implementing and maintaining a number of budget and cost control processes which:

- Ensures data integrity and allows for a flexible and secure billing process
- Enhances billing efficiency and productivity
- Minimizes revenue leakage by monitoring its sources through control reports

FLEX ensures contract and budget control via standardized features and alignment of project

## C. DELIVERY OF **SCOPE OF WORK**

information in real time. Additionally, the system is designed to promote contract follow up from project outset to closing which helps to establish and maintain optimal communication.

### **Project Management and Schedule Controls - Quickbase Protrack**

Work assignment schedules will be managed on several levels. The project manager will maintain regular contact with the City manager to communicate the project status and progress on deliverables. In addition, an internal schedule including critical milestones and deliverable due dates will be established prior to initiating the task work. This allows ample time for editorial and technical review, changes, and assurance in schedule compliance.

In order to efficiently and effectively track project workflow BV employs Protrack, a quality assurance software solution created by Quickbase. This custom-built program was developed specifically to meet the needs of the firm and enhance its project management capabilities in service to its clients. Protrack monitors numerous pieces of project data in real time including, but not limited to, project schedule status, active projects by office, project type, number of active projects per client, weekly number of new projects initiated, and much more. The program's dashboard allows users to generate reports which can provide an overall snapshot of BV's current activities or can be filtered to present precise details regarding a specific project or client. The crucial information monitored in Protrack not only aids in maintaining schedules and project turnaround times but also gives the firm the capacity to make decisive course corrections which ensure deliverables of the highest caliber and complete customer satisfaction. Furthermore, Protrack is designed to work collaboratively with BV's billing and invoicing software, FLEX, to enable the consistent completion of projects on-time and on-budget.





## D. FIRM PROFILE

### FIRM BACKGROUND

Bureau Veritas (BV) has a long history of providing code compliance services throughout the U.S., and globally BV is one of the world's leading providers of plan review and inspection services. BV is a corporation with global operations and digital solutions that go beyond simple compliance to help organizations large and small—across five continents—reduce risk, improve performance, and promote sustainable development. The worldwide BV network now has over 80,000 employees and 1,500 offices.

For the past 48 years, BV has provided code compliance services through its 7 offices in California and nearly 200 employees. BV has more than 400 code compliance professionals nationwide. Currently our company provides comprehensive municipal consulting services throughout Southern California and the United States. BV is a “one-stop shop” providing an unparalleled depth of resources for services. BV has provided public works services including civil, structural, geotechnical, drainage, traffic and environmental services for residential and commercial projects, new building construction, industrial scale building projects and large scale power generation facilities.

### SERVICES OFFERED

BV's approach to doing business aligns with the City of Beaumont's needs, providing a comprehensive framework for meeting the needs of the community. BV continually strives to support the safety and well being of the jurisdictions we serve with the services we provide.

- ✓ Building Plan Review
- ✓ Building Inspections
- ✓ Building Official/Administration
- ✓ Architectural, structural, mechanical, electrical, plumbing plans and construction documents examination
- ✓ Civil engineering plan review
- ✓ ICC and CASp Certified Professionals
- ✓ Code enforcement
- ✓ Fire and life safety plan review & inspection
- ✓ Staff augmentation & attendance at occasional meetings at City Hall as required
- ✓ Green building, ADA & accessibility, LEED
- ✓ Electronic & digital plan review services

### PUTTING THE RIGHT PEOPLE TO WORK FOR YOU

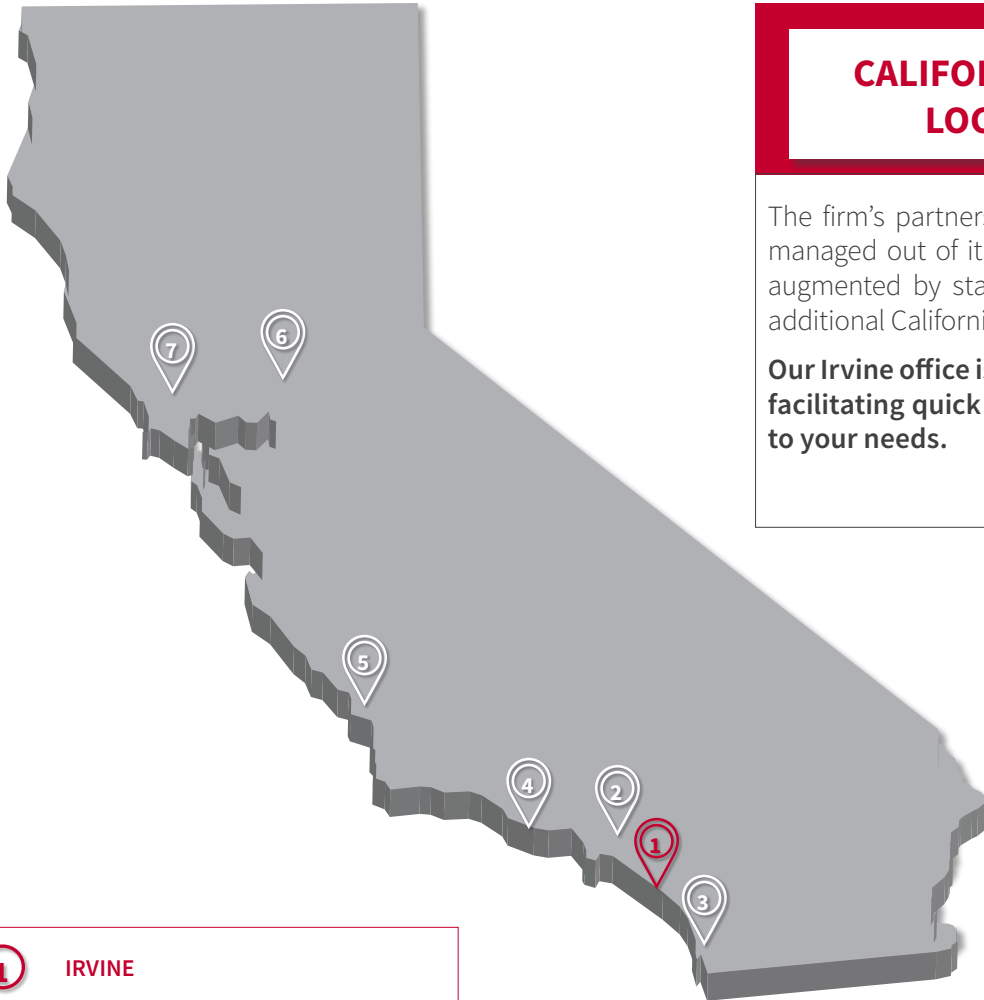
As the largest plan review and inspections firm in the United States, we have a large breadth of personnel available and immediately accessible to provide the City with the requested quality plan reviews and inspections services. Located throughout Southern California, we have more than 50 **licensed and certified** engineers, as well as plans examiners, and inspection staff who are equipped to handle all of the City's needs. Our local presence allows us to provide timely delivery and exceptional customer service in the most cost-effective manner. Our longtime presence in Southern California, as well as our experience serving the educational, residential, commercial, industrial, and other related projects of all sizes and complexities, allow us to tailor solutions specifically to the City of Beaumont's needs. We bring a cooperative and creative problem solving approach to plan review. We fully understand our role as a team member committed to achieving successful projects for the City and its customers.

BV is committed to the provision of services of the very highest quality. This means the firm has the capacity to seamlessly augment its staffing and resources, when needed, to ensure a project is appropriately supported and effectively fulfilled. In addition to our robust local staff, the firm is supported by hundreds of professionals in our offices throughout California, making it possible for it to have highly qualified plans examiners and inspectors available expeditiously for virtually any project. BV will provide all necessary resources, materials, equipment, tools, and technology to its staff to perform the requested work and are highly capable of handling the scope of services requested from the City.

### STABILITY, CAPACITY, AND RESOURCES

BV is in good financial standings and committed to the provision of services of the very highest quality. The firm has the capacity to seamlessly augment its staffing and resources, if needed, to ensure a project is appropriately supported and effectively fulfilled. The firm's more than 300 professionals in the state of California make it possible to have highly qualified plans examiners, engineers, and planners available expeditiously for virtually any project.

## E. LOCATION



### CALIFORNIA OFFICE LOCATIONS

The firm's partnership with the City will be managed out of its office in **Irvine, CA** and augmented by staff located at the firm's 6 additional California offices as needed.

**Our Irvine office is in close proximity just, facilitating quick and efficient responses to your needs.**

**1** **IRVINE**  
220 Technology Drive,  
Suite 100  
IRVINE, 92618  
Tel: 714.431.4100

**2** **PASADENA**  
600 N. Rosemead Boulevard,  
Suite 233  
PASADENA 91107  
Tel: 626.325.9800

**5** **ATASCADERO**  
5905 Capistrano Ave  
Suite F  
ATASCADERO 93422  
Tel: 805.792.1109

**3** **SAN DIEGO**  
9988 Hibert Street,  
Suite 100  
SAN DIEGO 92131  
Tel: 858.863.2000

**6** **SACRAMENTO**  
180 Promenade Circle,  
Suite 150  
SACRAMENTO 95834  
Tel: 916.725.4200

**4** **WESTLAKE VILLAGE**  
250 N. Westlake Boulevard,  
Suite 150  
WESTLAKE VILLAGE 91362  
Tel: 805.230.2888

**7** **SANTA ROSA**  
111 Santa Rosa Avenue,  
Suite 406  
SANTA ROSA 95404  
Tel: 707.206.1265

## F. PROPOSED TEAM

### ORGANIZATIONAL CHART AND RESUMES FOR KEY STAFF

BV has assembled a team of experts who are equipped to deliver exemplary services to the City of Beaumont. Each individual brings a wealth of expertise and has been specifically chosen for their experience in performing the required scope of work detailed in the request, as well as their extensive list of certifications and licenses. The organizational chart below depicts lines of communication and areas of work for each professional. Additionally, our primary team members are highlighted in red. Resumes for key personnel have been included, resumes for additional personnel can be made available upon request.



## F. PROPOSED TEAM

### REGIONAL MANAGER

Our Regional Manager, **Trang Huynh, P.E., C.B.O.**, has more than 40 years of experience working in public and private services as an executive director and plan review engineer. He oversees BV's team of professionals and project schedule, as well as works closely with the region's clients to ensure excellent customer service and building division services.

### PROJECT MANAGER

Our Project Manager, **Armil Allahyarian, M.S.** manages BV's Irvine and Pasadena office business units, Armil is a results-oriented leader, responsible for both building and civil plan review projects. This includes new residential homes, including additions and remodels, to commercial buildings, including tenant improvements and alterations, as well as public works projects. Armil ensures that plans are reviewed to meet desired turnaround times in compliance with all applicable codes and requirements. Armil possesses the knowledge, skills and ability to read and interpret building plans, blueprints and specifications, interpret and apply related codes, ordinances and laws, and establish and maintain effective working relationships with architects, engineers, contractors, builders and owners, the public and other employees.

BV takes pride in its deep pool of highly qualified professional engineering plan check experts. BV's offices are strategically located to minimize travel time between projects. The firm's goal is to ensure the City's projects will be efficiently managed in the most cost-effective manner possible. BV has assigned key personnel who are readily available to work on City projects.

NAME	EDUCATION	EXPERIENCE	LICENSES / CERTIFICATIONS
<b>Craig Baptista, M.B.A. Principal-in-Charge</b>	M.B.A., Business Management	20+ years	Six Sigma Green Belt Certified OSHA 30 United States Navy: Honorable Discharge
<b>Trang Q. Huynh, P.E., C.B.O. Plan Review Engineer</b>	Master of Business Administration B.S., Civil Engineering Certificate of Completion - Leadership for Senior Executives	41+ years	Registered Professional Engineer: CA, #C36627 ICC Certified: Building Official California Certified Green Building Professional California Licensed Real Estate Professional
<b>Hassan (Henry) Hadidi, S.E. Senior Plan Review Engineer</b>	Ph.D. Structural Engineer M.S. Structural Engineer B.S. Civil Engineer	31+	Registered Professional Engineer: CA, #S4078 CA, #C49136 ICC Certified: Building Plans Examiner
<b>Robert Chang, P.E., C.B.O. Plan Review Engineer</b>	M.S., Civil Engineering	29+ years	Registered Professional Engineer: CA, #32884 ICC Certified: Building Official, Building Plans Examiner
<b>Tim Tran, M.C.P., C.B.O., CASp</b>	B.S. Civil Engineering	15+ years	ICC Master Code Professional #5104603 ICC Certified Building Official #5104603 Certified CASp #743

## F. PROPOSED TEAM

NAME	EDUCATION	EXPERIENCE	LICENSES / CERTIFICATIONS
<b>Dwayne Butz Plan Examiner/ Inspector</b>	B.A., Architecture B.F.A., Interior Planning/Design	25+ years	NAHB Certificate IRM Certificate ICC Certifications: Residential Plans Examiner Residential Combination Inspector Residential Building Inspector Mechanical Inspector Residential Electrical Inspector Residential Plumbing Inspector Lean Six Sigma Black Belt
<b>Jescan Perez, E.I.T. Plans Examiner</b>	B.S. Civil Engineer	3+years	ICC Certified: Building Plans Examiner National Council of Examiners for Engineering and Surveying
<b>Douglas Bragg Building Inspector/ Plans Examiner</b>	Inspection Courses Building Inspection Technology Water Technology	35+ years	ICC Plan Reviewer ICC Building Inspector: Commercial and Residential ICC Reinforced Concrete Fire Technology Certificate
<b>Luis Mota Building Inspector</b>		35+ years	ICC Certified Residential Building Inspector

## F. PROPOSED TEAM

### Trang Q. Huynh, P.E., C.B.O. Regional Manager

#### EDUCATION

Master of Business Administration

B.S., Civil Engineering

Certificate of Completion - Leadership for Senior Executives

#### REGISTRATIONS/ CERTIFICATIONS

Registered Professional Engineer:

CA, #C36627

ICC Certified: Building Official

California Certified Green Building Professional

California Licensed Real Estate Professional

#### PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

American Society of Civil Engineers (ASME)

California Building Officials (CALBO)

Former Vice-Chair and member of the City of Highland Planning Commission

Past President of the Board of Directors of the Central Business Center in Upland

Past President of the Foothill Chapter of ICC

#### TOTAL YEARS OF EXPERIENCE

41+

Trang is a licensed professional engineer and ICC certified building official with over 41 years of experience working in public and private services as executive director and plan review engineer. He has implemented excellent public service programs and gained exceptional understanding of the building and safety division, community and economic development, public relations, redevelopment, financial and budget management, employee and organizational developments, and state and local officials. As a professor for Cambridge College in Southern California he has taught graduate and undergraduate classes in business, finance, and management. Trang has outstanding public relations, management, and problem solving skills with a proven record of strong and positive working relationships with local and state elected officials, inter-governmental agencies, business organizations, development community, labor groups, community groups, and residents. He was awarded the "Civil Engineer of the Year" award by the ASCE Chapter of San Bernardino and Riverside in 2011. He was also a recipient of the "Good Government Award" from the BIA Inland Empire Chapter in 2015. Finally, Trang has an excellent understanding of cultural diversity and knows how municipality services can be provided efficiently with an objective from "Good to Great".

#### SELECT PROJECT EXPERIENCE

##### Regional Manager of Southern California

##### Bureau Veritas North America, Inc.

##### 2017 - Present

Directs the BV Building & Safety and Civil Engineering operations for the Southern California region, serving as the supervising building official and plan check engineer for multiple Southern California municipalities. Responsibilities include building official duties, special project management, contracts of permits, plan check, and inspection services for 24 jurisdictions.

##### Building and Safety Services Director

##### City of Rancho Cucamonga

##### 2002 - 2017

As one of the executive team members of the City to directed and coordinated the work of the Community Development team. Managed all activities and operations of building and fire plan checks, permits, building and fire inspections, grading, community improvement, code enforcement, citizen volunteers for an affluent community of 175,000 people.

#### Additional Experience

- Adjunct Professor -Cambridge College, Southern California (2011 - Present)
- Chief Building Official- -City of San Clemente (1988 - 2002)
- Chief Building Official - City of Manhattan Beach (1986 - 1988)

## F. PROPOSED TEAM

### Armil Allahyarian, M.S. Business Unit Manager/Project Manager

#### EDUCATION

B.S., Civil Engineering  
M.S., Civil Engineering

#### REGISTRATIONS/ CERTIFICATIONS

CA Engineer in Training  
ICC Certified: Building  
Plans Examiner

#### PROFESSIONAL AFFILIATIONS

American Society of Civil  
Engineers (ASCE)  
Structural Engineers Association  
of Southern California (SEAOSC)  
International Code Council (ICC)

#### TOTAL YEARS OF EXPERIENCE

5+

Armil has more than four years of experience as a plan check engineer, ranging from new residential homes, including additions and remodels, and commercial buildings, including tenant improvements and alterations. He is proficient in examining and checking building plans for compliance with applicable California Building Codes and other ancillary codes such as the California Plumbing Code, California Mechanical Code, California Electric Code and State disabled access related codes. Armil possesses the knowledge, skills and ability to read and interpret building plans, blueprints and specifications, interpret and apply related codes, ordinances and laws, and establish and maintain effective working relationships with architects, engineers, contractors, builders and owners, the public and other employees.

#### SELECT PROJECT EXPERIENCE

##### Business Unit Manager / Senior Plans Examiner Bureau Veritas North America, Inc. 2017 - Present

Performs plan review of fire, life, and safety components, as well as mechanical, electrical and plumbing review of residential and commercial projects with a high proficiency in local, state and federal codes. Instrumental in launching the City of Santa Rosa Fire Resilient Center to facilitate the rebuild process of over 3000 homes lost in the 2017 Tubbs-Adobe fire. In charge of quality assurance with regard to general plan review, public relations, and structural reviews, as well as managing day-to-day tasks in the office including: workflow organization, plan distribution, and over the counter plan review.

##### Plan Reviewer City of Los Angeles, CA 2016

Fabrication projects at C. Erwin Piper Technical Center for both L.A. Police Department and L.A. Fire Department. Reviewed and applied safety codes and regulations for the proper construction of a Screen Room used to test police radio frequencies as part of an internship program.

## F. PROPOSED TEAM

### **Robert H. Chang, P.E., C.B.O.** **Plan Review Engineer**

#### **EDUCATION**

M.S., Civil Engineering

#### **REGISTRATIONS/ CERTIFICATIONS**

Registered Civil Engineer  
License: #32884, CA

Certified Plans Examiner:  
I.C.B.O., #15237:

Certified Building Official:  
C.A.B.O., #3029

American Society of Civil  
Engineer:A.S.C.E., #244676

#### **PROFESSIONAL AFFILIATIONS**

Orange Empire Chapter of  
I.C.B.O. - Past President

American Society of  
Civil Engineer

Certified Building Official

#### **TOTAL YEARS OF EXPERIENCE**

40+

Robert has decades of experience as a registered engineer, certified plans examiner and building official. His broad range of responsibilities have included reviewing plan checks, coordinating projects between departments, preparing annual budgets, and resolving construction issues. Robert previously served as President of the Orange Empire Chapter of I.C.B.O.

#### **SELECT PROJECT EXPERIENCE**

##### **Building Official / Senior Plan Check Engineer / Geotechnical Reviewer**

##### **Bureau Veritas North America, Inc.**

##### **2017 - present**

Plans, directs, and coordinates the activities between the Engineering, Planning and Building departments. Robert performed plan checks for hundreds of residential, multi-residential, and commercial projects to meet the requirements of building and fire codes. He also sets up systems, policies, and procedures. Robert oversees and reviews daily construction issues and prepares annual budget estimate including capital projects. Capital projects include seismic retrofit and new public and school buildings. He also supervises City and contract employees.

##### **Chief Building Official**

##### **City of Placentia**

##### **1985 - 2017**

Plans, directs, and coordinates the activities between the Engineering, Planning and Building departments. Robert performed plan checks for hundreds of residential, multi-residential, and commercial projects to meet the requirements of building and fire codes. He also sets up systems, policies, and procedures. Robert oversees and reviews daily construction issues and prepares annual budget estimate including capital projects. Capital projects include seismic retrofit and new public and school buildings. He also supervises City and contract employees.

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

##### **City of Ontario**

##### **1984 - 1985**

Worked as a plan check division supervisor, responsible for all residential, commercial, and industrial building projects to comply with different state, local and other code requirements. Supervise and coordinate capital projects such as building repairs and renovations, these projects are: fire stations, library and city hall expansions.



## F. PROPOSED TEAM

### Hassan (Henry) Hadidi, Ph.D., S.E. Senior Plan Review Engineer

#### EDUCATION

Ph.D. Structural Engineering  
M.S., Structural Engineering  
B.S., Civil Engineering

#### REGISTRATIONS/ CERTIFICATIONS

Registered Professional  
Engineer: CA, #S4078  
CA, #C49136

ICC Certified: Building  
Plans Examiner

#### PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

#### TOTAL YEARS OF EXPERIENCE

30+

Henry is a results-oriented structural engineer with 33+ years of experience in plan review and design. He has extensive knowledge of current building codes including IBC, IRC, ACI 318, ACI 530, AISC 341, AISC 358, AISC 360, AISI, ASCE 31-03, ASCE 41-13, ASCE 5, ASCE 7, and NDS. He has strong verbal and written communication skills in meetings and communicating with clients to answer questions regarding the generated plan review comments. He is a self-starter with a strong ability to lead or work within a team and has demonstrated organizational and problem-solving skills. Recent experience includes several pedestrian walk bridges for the University of California, Los Angeles and also for the City of Roseville.

#### SELECT PROJECT EXPERIENCE

##### Senior Structural Engineer Bureau Veritas North America, Inc. 2017 - Present

Plan review of residential and commercial projects of all sizes and complexities throughout California.

##### Plan Review JW Marriott Hotel 2015 - Present

Plan review for a new 12-story, four-diamond luxury hotel with two levels of subterranean parking. The hotel will have 466 guest rooms as well as meeting space for groups.

##### Structural Plan Review Cahuilla Casino & Hotel Project 2018 - Present

Plan review for the Cahuilla Band of Indians new casino and hotel property which will replace the original casino facility. The project is 14,920 SF, mixed occupancy, A2 and B, construction type II-B, including a 31,997 SF hotel and 34,121 SF casino.

#### Additional Experience

- Senior Structural Engineer - Private Sector (Irvine, California) (2015 - 2017)
- Senior Project Engineer - Private Sector (Orange, California) (2014 - 2015)
- Senior Structural Engineer - Private Sector (Pittsburg, Pennsylvania) (2013 - 2015)
- Senior Project Engineer - Private Sector (Orange, California) (2011 - 2012)

## F. PROPOSED TEAM

### Tim Tran, M.C.P., C.B.O., C.A.Sp. Senior Plans Examiner / Building Official

#### EDUCATION

B.S. Civil Engineering

#### LICENSES/CERTIFICATIONS

ICC Master Code Professional  
#5104603

ICC Certified Building Official  
#5104603

Certified CAsp #743

#### PROFESSIONAL AFFILIATIONS

National Fire Protection  
Association (NFPA)

International Association of  
Plumbing and Mechanical  
Officials (IAPMO)

American Society of Plumbing  
Engineers (ASPE)

International Association of  
Electrical Inspectors (IAEI)

#### TOTAL YEARS OF EXPERIENCE

15+

Tim has 15+ years of experience as a certified plans examiner and building official. His broad range of responsibilities have included plan review, coordination of projects between departments, preparing annual budgets, and resolving construction issues.

#### SELECT PROJECT EXPERIENCE:

##### Senior Plans Examiner / Building Official Bureau Veritas North America, Inc. 2020 - Present

In addition to the performance of Building Official tasks, Tim performs complex professional architectural, plumbing, mechanical, electrical, ADA and structural engineering work in the building plan review process. He provides technical assistance to building inspectors, as well as general information and assistance to engineers, contractors, architects, and property owners regarding plan applications. Tim also reviews alternate design and method applications and recommends approval or appropriate revisions to the building official.

##### Building Official City of San Bernardino 2020 - 2021

Administered programs and operations of the Building and Safety and Code Enforcement.

##### Building Official City of Monterrey Park 2015 - 2020

Administered the programs and operations of the Building and Safety Division.

##### Plans Examiner City of Santa Monica 2008 - 2015

Reviewed construction drawings for code compliance.

##### Plans Examiner City of Anaheim 2007 - 2008

Reviewed construction drawings for code compliance.

## F. PROPOSED TEAM

### Douglas Bragg

#### Building Inspector / Plans Examiner

#### EDUCATION

Inspection Courses  
Building Inspection  
Technology  
Water Technology

Seasoned professional providing over 35 years of experience in providing combination building inspection, combination plan review of mechanical, plumbing and electrical plans, and code enforcement services. Major strengths include strong leadership, excellent communication, customer service, and report writing skills. Competent team player with sound judgement and decision-making skills. Experienced as a municipally appointed expert witness for construction codes. Computer and Internet literate.

#### CERTIFICATIONS/ LICENSES

ICC Plan Reviewer  
ICC Building Inspector:  
Commercial and Residential  
ICC Reinforced Concrete  
Fire Technology Certificate

#### SELECT PROJECT EXPERIENCE:

##### Senior Building Inspector/Plans Examiner

##### Bureau Veritas North America, Inc.

##### 2021 - Present

Perform plan check and building inspections for residential and commercial projects. Perform plan check solar plans, plumbing, mechanical, and electrical plans for tenant improvements and small commercial projects. Perform all building inspections for all types of projects. Discuss code issues and requirements with contractors, homeowners, and designers.

#### TOTAL YEARS OF EXPERIENCE

35+

##### Senior Building Inspector

##### The Onyx Group, Valencia, CA

##### 2018 - 2020

Performed complex and routine combination commercial, industrial and residential inspections of high rise, beach front, hillside, retail, foodservice, single and multi-family buildings. Performed plan check of residential and commercial projects. Ensured construction and installations conformed to municipal, state, and federal code requirements and zoning ordinances. Provided code interpretations and other essential information to design professionals, contractors, and the general public and recommend corrective action of defects or inadequacies. Provided interpretations of the codes and established policies and procedures. Performed plan check of residential and commercial projects. Researched code and product standards to determine compliance with adopted codes. Mentored and trained Building Inspectors.

## G. REFERENCES

### REFERENCES

Bureau Veritas has extensive experience in the provision of plan review and inspection services throughout California and across the United States. Listed below our current references.



**Dates of Service: 2010 - Present**

**Client Contact Information:**

**Chris Milosevic, Building Official**

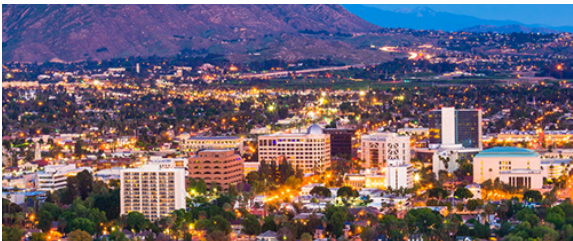
**P. 951.736.2250**

**E. [chris.milosevic@ci.corona.ca.us](mailto:chris.milosevic@ci.corona.ca.us)**

#### **CITY OF CORONA, CA**

**BUILDING PLAN REVIEW, PERMIT PROCESSING, AND INSPECTIONS SERVICES**

BV is currently providing building plan check, building inspection, and counter technician services for residential and commercial properties. The firm also provides on-site extension of staff as necessary, including a registered civil engineer to assist with an immediate need for building plan check.



**Dates of Service: 2019- Present**

**Client Contact Information:**

**Jorge Caballero, PE, CBO, CFM**

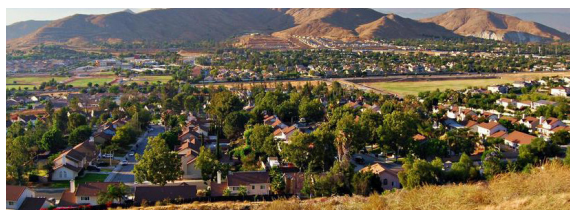
**P. 951.955.3918**

**E. [jcaballe@rivco.org](mailto:jcaballe@rivco.org)**

#### **COUNTY OF RIVERSIDE, CA**

**ON-CALL PLANS EXAMINER, BUILDING INSPECTOR, COUNTER TECHNICIAN, & GEOTECHNICAL SERVICES**

Bureau Veritas was selected to provide for Riverside County on-call plan review, building inspections, counter technician and geotechnical services. Projects include single family residential, multi family residential, commercial tenant improvements, new commercial, additions, and others.



**Dates of Service: 2003 - Present**

**Client Contact Information:**

**Jeff Baughman, Building Official**

**P. 909.350.7616**

**E. [jbaughman@fontana.org](mailto:jbaughman@fontana.org)**

#### **CITY OF FONTANA, CA**

**BUILDING INSPECTION AND PLAN REVIEW SERVICES**

BV was selected to provide structural, mechanical, electrical, plumbing, architectural, and CASp plan review as well as grading plan check for the City of Fontana. Prominent projects include:

- **The Summit at Rosena** - BV is currently providing structural, MEP, and CASp plan review services for the community center of this proposed 179.8 acre community. Plans reviewed include a community swimming pool and spa in addition to the equipment room plumbing fixtures.
- **Fontana Mazda** - BV provided fire, MEP, architectural, and structural plan review services for this new car dealership. The building consisted of 28,668 square feet for sales and administrative offices as well as a parts and service center.

## G. REFERENCES



**Dates of Service: 2020 - Present**

**Client Contact Information:**

**Greg Boyajian, CBO**

**P: 626.932.5532**

**E: gboyajian@ci.monrovia.ca.us**

### **CITY OF MONROVIA, CA**

**BUILDING PLAN REVIEW, PERMIT TECHNICIAN AND INSPECTION SERVICES**

BV was selected to provide plan check, building inspection and permit technician services for residential and non-residential projects as requested by the City, both on-site and off-site and at the City of Monrovia offices and in large Multi-family/Mixed-use projects.



**Dates of Service: 2019- Present**

**Client Contact Information:**

**Brian George, Building Official**

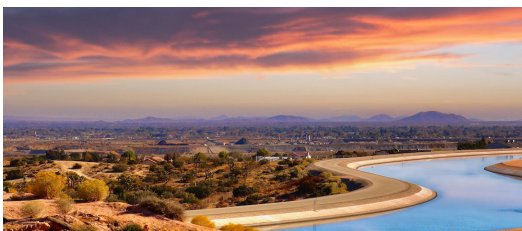
**P: 661.267.5385**

**E: bgeorge@cityofpalmdale.org**

### **CITY OF PALMDALE, CA**

**PLAN CHECK, COMMUNITY DEVELOPMENT TECHNICIAN, BUILDING INSPECTION AND BUILDING OFFICIAL SERVICES**

BV was selected to provide plan check and inspections services for various commercial and residential projects in the City of Palmdale. Plan review services include structural, architectural, mechanical, electrical, plumbing, green, energy, and accessibility. BV also provides staff augmentation on an as-needed basis for Building Official and Community Development Technician services.



**Dates of Service: 2016-Present**

**Client Contact Information:**

**Juan Madrigal**

**P: 626.458.6385**

**E: juanmadrigal@dpw.lacounty.gov**

### **LOS ANGELES COUNTY**

**AS-NEEDED BUILDING AND SAFETY INSPECTION, PERMIT TECHNICIAN AND RELATED SERVICES**

BV was selected to provide combination building inspection services, code enforcement/property rehabilitation services, and business license clearances. Combination building inspection services are provided during the construction phases of various improvement projects.

# I. SCOPE OF SERVICES

## PLAN REVIEW SERVICES OVERVIEW

BV has the capacity to provide the following permit & plan review services to the City of Beaumont:

- Architectural plans examination
- Structural plans examination
- Mechanical, electrical, and plumbing code plans examination
- Review and approval of alternate materials, alternative design and methods of construction
- Energy code plans examination
- Accessibility requirements including
  - Barrier free plans examination requirements
  - Disabled access
  - CASp
  - ADA
- Green Building and LEED consulting including:
  - LEED submittal consultation
  - Green building consulting including CAL Green
  - ENERGY STAR verification
  - Energy efficiency audits
- Solar Review

### If requested by the City, optional services available

- Civil plans examination including:
  - Soils, grading and drainage
  - NPDES/SWPPP
  - Development
  - Infrastructure
  - Water and wastewater
  - Sewer
- Fire, life & safety plan reviews including:
  - Fire sprinkler/fire alarm
  - Smoke detection and dampers
  - Underground fire systems

### Plan Review Process

Our team becomes familiar with the requirements of a public agency before beginning a review and continually monitors trends and legislation in order to advise the City on ordinances and standard practices to consider for adoption. BV has extensive public sector experience, which assures that public interests are fully protected. We understand that careful consideration of issues and impacts are needed in addition to technical expertise. We have

devoted a great deal of time over the years to refining our approach and developing documentation to assist our clients and train our personnel to ensure highly efficient plan review procedures.

BV will work to ensure that submittals are properly coordinated and tracked by following an established internal plan check coordination process in which each plan received for review is entered into our ProTrack database, processed and returned on time to the client.

Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal. To accomplish this we:

- Screen and log each application to assure that they are routed to all plan reviewers in a timely manner.
- Submittals are reviewed for compliance with all ordinances. The log serves as a tracking device to assure turnaround times and completeness of the review.
- Plan reviews will be done in accordance with local, state and federal regulations with which local jurisdictions are mandated to enforce as well as all codes and ordinances in effect by adoption at the time of plan review. Preliminary consultations will be provided to the applicant upon request, to assist and guide them in the design and plans preparation process.
- Information shown on each permit application is verified. Construction valuation is based on information provided by the City of Beaumont and compared to estimates provided by the applicant.
- Provide a thorough architectural and structural review of design drawings and details for compliance with the California Building Code architectural provisions, including provisions for safety glazing, building security and noise insulation performance standards, to name a few. These reviews can also be performed on revisions to plans which have previously been approved for permit issuance.
- Preparation of a review letter report
- Plan review management.
- BV assures that corrections are handled as quickly and as clearly as possible. Our goal is to help the applicant through the plan review process. All

# I. SCOPE OF SERVICES

corrections are identified based on compliance with specified codes and regulations.

Generally, corrections are identified in two ways. Notes are made on plans during electronic review or on hard copy plans if appropriate, and a correction sheet is generated, detailing what items need to be addressed before plans can be approved. The City shall approve the development of any customized correction sheets. Correction sheets for specific projects shall be forwarded to the City along with a cover memo containing at least the following:

- The date(s) plans were received and reviewed
- The date(s) the applicant was notified of completed plan reviews
- The name and telephone number of the applicant

During the plan review process, BV is prepared to meet with the applicant or architect/engineer, City employees or consultants at any time. Telephone discussions or meetings at project sites are welcomed to assure that any plan review issues are handled efficiently. We propose to meet at the offices of the building and safety division or at a particular project site. Our goal is to issue approved plans as quickly as possible but in full compliance with laws, codes, ordinances and regulations. Upon completion of the plan review, the following information package is prepared and logged as a minimum:

- ✓ Completed plan check documents including sign-offs
- ✓ Transmittal letter documenting any conditions associated with issuance of a permit, if any
- ✓ Marked up plan review documents
- ✓ Two sets of approved building plans
- ✓ Backup documents and reports
- ✓ Documents provided in desired City format

## Transmittal of Plans and Correction Lists

BV assumes responsibility for the pickup and return of plans. All plans shall be picked up from the City offices within 24 hours of notification. Should the volume of work be sufficient, we propose to establish regular pick up of plans on a consistent basis. We will also utilize shipping courier, at no additional cost to the City. Upon completion of each plan review, we will forward a copy of the correction list to both the City and the applicant, by email. When corrected plans are resubmitted, the previous procedure will be followed or the applicant may schedule an office

visit to go over any corrections in person. When plans are completed they are stamped, signed and forwarded by BV personnel. Our transmittal forms will be customized for the City of Beaumont.

## Plan Review Turnaround Times

BV provides plan review activities on a fast-track basis to reduce the impact on project contraction schedules. Turnaround times for each submittal relate to the size and nature of the submittal and impact on the project construction schedule. To reduce turn around times for plan check, the firm uses electronic submittals, phased submittals, conference calling, video-conferencing, and visits by plan check staff to design offices of the engineer or architect.

BV has built long-term partnerships with many agencies and municipalities. The firm understands accuracy, efficiency, and integrity in all aspects of professional services is required. Testimony to BV's professional excellence is the fact it has a large number of repeat clients and client referrals. Because of the firm's large pool of accessible resources it is able to assemble experienced personnel in order to assist with project schedule recovery when necessary. BV also accommodates preliminary reviews to facilitate fast tracked or accelerated projects. This aids with timely turnaround and creates good public relations. The firm's staff makes recommendations for resolutions if requested. The firm also meets with agencies, City staff, and citizens, as needed, to discuss its findings.

## Electronic Plan Review Services

BV will continue to work with the City's existing system but offers alternatives should the City be interested in learning about more options. Digital plan check uses a software which presents customers with a convenient alternative solution to printing and delivering paper plans to City offices at zero cost. This modern solution has become especially valuable as municipalities seek to continue service delivery to their communities while focusing on health and safety during the COVID-19 crisis.

BV provides an alternative solution to traditional plan checking. With GoPost, BlueBeam, Adobe Acrobat, or other similar software, our plan reviewers can quickly and accurately review plans for compliance with applicable codes. Plans are submitted as PDF files via a secure and confidential FTP site. These plans are then reviewed by our personnel who are able to

# I. SCOPE OF SERVICES

place comments and redlines directly on the plans, corresponding to areas needing revisions.

Redlined plans with comments are then forwarded to, or placed on the secure FTP site for the designers, engineers, and architects. The City also has access to the FTP site. Plans can then be revised and resubmitted via the same method described. If all items were resolved, hard copy plans are sent to BV for approval stamps and signatures.

Electronic plan submittal and commenting allows for economical movement of plans and quick turnaround times. Plans with comments can be viewed and discussed as needed to resolve issues quickly and efficiently. BV has successfully implemented and utilized digital plan review in over 60 federal, state, and local agencies for multiple years.

## **BUILDING INSPECTION**

BV inspectors are ICC certified and have extensive experience in the construction trades as well. Fast-track projects may be built into small phases based on incremental design and fabrication steps. In such cases, the firm's inspection team keeps daily logs to track corrections and plan review changes.

BV's inspection team also has the capacity to provide on-call building inspection services to cover personnel vacation time, peak work loads, specialized inspection activities, and any other situations which may arise. These activities may include next-day inspections and same-day response to important or urgent requests. BV's building inspection services can be adjusted to provide a high level of coordination specifically suited to the design-build concept.

BV will provide the City with ICC certified personnel to provide the following services:

- Read and study project specifications, plans, and drawings to become familiar with project prior to inspection, ensuring structural or architectural changes have been stamped as approved by appropriate authority and recognizing the need for and requiring plan checks for electrical, plumbing, and mechanical code requirements.
- Perform and document inspections on construction projects to determine all aspects of the project such as foundations, building, electrical, plumbing, and mechanical systems conform to the applicable building codes, zoning ordinances, energy conservation, and disabled access requirements including known local, city, state, and federal requirements.

- Review plans for building construction, plumbing, electrical, and mechanical details prior to making inspection.
- Bring to the attention of the City for approval of certain changes in building, plumbing, mechanical, electrical, and related work consistent with code and ordinance requirements.
- Participate in reviews with fire, health, and other government agency inspectors & owners.
- Maintain a record of non-complying items and follow up to resolution of such items.
- Upon request, the firm will inspect existing buildings for substandard, unsafe conditions.

## **Virtual Inspections**

BV is able to conduct virtual, no-contact field inspections in an effort to continue progress at as many active jobsites as possible for both new and existing clients. Using interactive technology, our building inspector will participate in a live session with the contractor to perform the inspection(s) remotely through the use of a mobile device. Our goal is to allow construction to progress while maintaining a safe environment for all involved through social separation.

## **CARE PROGRAM – A PROVEN, FORMALIZED & INTEGRATED PLAN REVIEW PROCESS**

The plan review process we follow for efficient completion of concurrent task management is shown in the flowchart below and managed through our CARE Program, a formalized and integrated process whereby Coordination, Analytical, Review, and Expert management/quality control functions are consistently implemented on each and every project. We will implement a comprehensive program based on best practices to validate that each and every review is thorough, accurate, consistent, and timely. This system's success is based on thousands of hours of practical, real-world experience by our dedicated personnel and their unique ability to interact quickly and efficiently with your staff. The specific roles of each of our CARE elements include:

### **Coordinator:**

Our clerical personnel will handle various administrative functions, such as logging information (project tracking, time budgeting), managing project controls, maintaining and distributing communications, reviewing agendas and ordinance issues, and fielding calls on project status. The



# I. SCOPE OF SERVICES

Coordinator is the first line of contact for each project submittal.

### Analyst:

Our analysts will review submittals, title sheets, and non-design items; maintain files; monitor due dates; monitor contract budget and status tracking reports; and coordinate invoicing. Our analysts also maximize and “right place” personnel resources to meet turnaround times in a quality manner. When assigning resubmittals to staff, our Analyst ensures consistency by passing the project to the same reviewer that performed the previous reviews. Reassignments are done when unforeseen circumstances dictate.

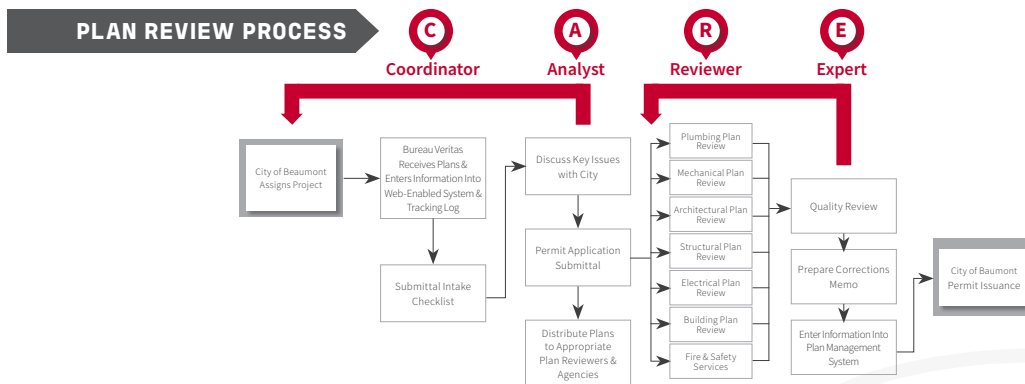
### Reviewer:

Our experienced building plan reviewers will routinely review agency standards, ordinances, guidelines, and checklists; create comments letters; coordinate project return with the coordinator; attend review meetings; and communicate questions/solutions to project stakeholders. Because of our depth of resources and project tools (checklists, corrections

letters, etc), reassigned projects can be reviewed without missing deadlines or causing unnecessary rechecks.

### Expert:

BV experts will provide the final quality assurance review of applicable plans, studies, and reports in accordance with all accepted engineering, building codes of different disciplines, Subdivision Map Act, and industry professional practices. They will comply with the applicable regulations; visit the client contact regularly; monitor project progress with the reviewer; disseminate project/agency information to the team; train team members; peer review comments letters; and communicate questions/solutions to stakeholders. Additionally, experts provide quality assurance reviews to each project which minimizes the number of resubmittals.



# J. COST PROPOSAL

The Cost Proposal has been submitted in a separate sealed envelope per instructions within the RFP.

# M. INSURANCE

Bureau Veritas North America, Inc. will have in force at time of contract execution the required professional liability insurance including liability at a minimum of one million occurrence, worker’s compensation, and vehicle coverage including comprehensive and collision naming the City of Beaumont as additional insured.



**BUREAU**  
**VERITAS**

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

# J. COST PROPOSAL

## CITY OF BEAUMONT - COMPENSATION SCHEDULE BUILDING & SAFETY PLAN CHECK SERVICES

BV proposes the following compensation schedule. BVs' pricing reflects our commitment to the success of the City of Beaumont by helping the City maintain significant quality and cost saving benefits. These Include:

- ✓ Highly qualified and licensed staff and confidence of working with a well-established consultant
- ✓ Reduced plan review turnaround times
- ✓ Commitment to maintaining a proposed rate structure for the life of the initial contract period

PLAN REVIEW PERCENTAGE OF FEES - BASED ON CITY COLLECTED FEES	
65% of City Collected Plan Review Fee	
HOURLY RATES	
Services	Rate
Certified Building Official	\$160.00
Sr. Plan Review Engineer / Structural Engineer / Fire Protection Engineer	\$145.00
Plan Review Engineer / Sr. ICC Certified Plans Examiner	\$135.00
CASp Plan Review	\$140.00
ICC Certified Plans Examiner	\$125.00
Grading Only Plan Review	\$180.00
Senior Building Inspector	\$110.00 - \$125.00
Building Inspector	\$95.00 - \$105.00
Permit Technician	\$65.00-\$80.00
Administrative / Clerical Support	\$55.00-\$65.00

- Fast track / Expedited plan reviews shall be an additional 1.5 times the fees shown above.
- Overtime (OT) will be charged at 1.25 times the standard hourly rate; hours worked on a designated holiday will be charged at the appropriate OT rate. No overtime will be charged without approval.
- Rates and cost estimates shown above exclude per diem, prevailing wage and union rates. Should these be applicable, BV will discuss and negotiate fees to account for increased personnel costs.
- Hourly rates subject to annual adjustment in accordance with CPI from Engineering News Record (ENR) with the City's prior approval.
- Mileage for employee-owned vehicles used in connection with the work will be at the current IRS rate.
- Plan Review will be invoiced after initial review is completed and hourly services will be invoiced monthly.