



Consultant Services Agreement With Bureau Veritas North America, Inc.

Request for Proposal No. 2025-RFP-016DW BUILDING PLAN REVIEW

THIS AGREEMENT for Consultant Services is made effective as of July 1, 2025, by and between the **City of Lompoc**, a California municipal corporation, hereinafter called the "CITY" and **Bureau Veritas North America, Inc.** a Delaware corporation, hereinafter called the "CONSULTANT." (CITY and CONSULTANT are sometimes, hereinafter, referred to, individually, as Party and collectively, as Parties.)

WITNESETH:

WHEREAS, CITY desires to secure necessary Professional Consulting services relating to the subject Building Plan Review (herein called the "Project") in accordance with the terms of this Agreement, and

WHEREAS, CONSULTANT represents that it is willing and able to provide such services,

NOW, THEREFORE, for good and valuable consideration, CITY and CONSULTANT mutually agree as follows:

- CITY CONTRACT WITH CONSULTANT.** CITY hereby engages with CONSULTANT, CONSULTANT agrees to perform the services set forth herein and in Exhibit "A," "Request for Proposal;" and Exhibit "B," "Proposal," dated May 27, 2025; and CITY and CONSULTANT mutually agree to payment of CONSULTANT in the manner and amounts set forth herein and in Exhibits "A" and "B."
- DESIGNATED REPRESENTATIVE.** Mario Guerrero, Jr., (805) 875-8095, m-guerrero@ci.lompoc.ca.us (email), is the Designated Representative of CITY and will administer this Agreement for and on behalf of CITY. Joe Chau, PE, 805-358-4246 (voice), joechao@bureauveritas.com (email), is the Designated Representative for CONSULTANT. Changes in Designated Representative shall be made only after Official Notice to the other party. Additionally, CONSULTANT shall not change Designated Representative or staff managing the project without receiving prior written approval from CITY.

3 **OFFICIAL NOTICES.** Notices to either party shall be provided by personal delivery or by depositing them in the United States mail, first class postage prepaid, and addressed as identified on the signature page of this Agreement. Either party may give written notice of a change of mailing address for all purposes under this Agreement.

4 **STANDARDS OF PERFORMANCE.** CONSULTANT represents that it has the skills, expertise, and licenses/permits necessary to perform the Services required under this Agreement. Accordingly, CONSULTANT shall perform all such Services in the manner and according to the standards observed by a competent practitioner of the same profession in which CONSULTANT is engaged. All products of whatsoever nature which CONSULTANT delivers to CITY pursuant to this Agreement shall be prepared in a manner conforming to the standards of quality normally observed by a person practicing in CONSULTANT'S profession. CONSULTANT shall correct or revise any errors or omissions, at CITY's request, without additional compensation. Permits and/or licenses shall be obtained and maintained by CONSULTANT without additional compensation.

5 **TAXES.** CITY shall not be responsible for paying any taxes on CONSULTANT'S behalf, and if CITY is required to do so by state, federal, or local taxing agencies, then CONSULTANT agrees to promptly reimburse CITY for those payments, plus an additional amount, based on CITY's burden rates, to cover CITY's costs for reviewing and processing those payments.

6 **RESPONSIBILITY OF CITY.** CITY shall provide all information reasonably necessary to CONSULTANT in performing the services required herein.

7 **CHANGES.** Changes involving provisions for payment or changes in the Services must be approved in writing by the Designated Representative.

8 **NOTICE OF NON-CONFORMANCE.** If CITY becomes aware of a nonconformity of the Services with this Agreement, CITY shall give prompt written notice thereof to CONSULTANT who shall promptly conform such services to the requirements of this Agreement.

9 **COMPENSATION**

9.1 For services performed per Exhibit "A," "Request for Proposal;" and Exhibit "B," "Proposal," XXXXX, CITY agrees to pay CONSULTANT a total fee that shall not exceed **\$100,000.00**. That amount does not include Extra Services as defined in Paragraph 11 of this Agreement. The compensation for all services pursuant to this Agreement, including all reimbursable expenses and all extra services, shall be paid at the time and in the manner set forth in said Exhibits "A," and "B."

9.2 CONSULTANT shall submit itemized statements to request payment in a format approved, in writing, by the Designated Representative. CONSULTANT shall keep records concerning payment items on a generally recognized accounting basis and such records shall be maintained for a **period of 3 years** following termination of this Agreement. Such records shall be made available for copying, inspection or audit by CITY employees or independent agents during reasonable business hours.

9.3 As applicable, Federal Acquisition Regulations in Title 48, CFR 31 are the governing factors regarding allowable elements of cost.

9.4 **Payment.** Payment to CONSULTANT will only be made upon receipt by CITY of acceptable satisfactory work produced by CONSULTANT, as set forth in Exhibits "A," and "B," and as approved in writing by the Designated Representative. Such payment shall be based on an itemized statement, filled out and signed by CONSULTANT, covering services performed during the period covered by the itemized statement and supported by such data as the Designated Representative may require.

10 FINAL PAYMENT AND CLAIMS

- 10.1.1 The final payment shall be due and payable after acceptance of the Services by Designated Representative.
- 10.1.2 After acceptance by CITY, CITY will make a proposed final cost in writing of the total amount payable to CONSULTANT, including therein an itemization of said amount, segregated in conformance with the price breakdown in Exhibit "B", "Proposal." All prior estimates and payments shall be subject to correction in the proposed final cost. Within 30 days after said proposed final cost has been submitted to it, CONSULTANT shall submit to CITY its written approval of said proposed final cost or a written statement of all claims it has arising under or by virtue of this Agreement.
- 10.1.3 On CONSULTANT'S approval, or if it files no claim pursuant to Subsection 10.1.2, CITY will issue a final cost in writing in accordance with the proposed final cost submitted to CONSULTANT and within 30 days thereafter CITY will pay the entire sum so found to be due.

11 EXTRA SERVICES OF CONSULTANT. Extra Services are hereby defined as any services other than the Services, which are authorized, as provided below, by the Designated Representative and satisfactorily performed by CONSULTANT. Prior to performing Extra Services, CONSULTANT shall submit a written request for Extra Services and obtain the written approval of the Designated Representative. The request for extra services shall at a minimum include a description of the proposed Extra services to be performed, the reason why the proposed Extra Services are needed or required, a schedule of completion of the proposed Extra Services, and a not-to-exceed amount for the performance of the proposed Extra Services. Each approved Extra Services request shall be billed separately. Payment for Extra Services will not be made unless the Services are approved by the Designated Representative in writing with a not-to exceed amount prior to the Extra Services being performed. Consultant shall commence performance of the tasks identified as "Extra Services" only upon written authorization to proceed upon such tasks issued by the Designated Representative.

12 CHANGES

- 12.1 The Designated Representative must approve changes involving provisions for payment or minor changes in the Scope Of Services in writing. Major changes in the Scope Of Services shall require an amendment to this Agreement signed by both Parties.
- 12.2 CHANGES FOR CONSULTANT'S CONVENIENCE. CONSULTANT may make minor additions, deletions and modifications ("Changes") to the Services that do not materially or adversely affect the Project or other CITY requirements. CONSULTANT shall provide immediate written notice to CITY of such Changes. CITY shall provide CONSULTANT with a written acceptance or dispute of such Changes within ten (10) calendar days after receipt thereof. Unless approved by CITY and CONSULTANT, no such changes shall be authorized which increase this Agreement price, completion date, or alter the payment schedule or scope of services. Errors or omissions by CONSULTANT shall not result in a Change under this paragraph and in the case of such errors or omissions, the Agreement price, completion date, and payment schedule shall not be adjusted without CITY's written consent. CONSULTANT shall be solely responsible for correcting CONSULTANT'S errors or omissions.
- 12.3 CHANGES FOR CITY'S CONVENIENCE. CITY may make Changes that neither increase CONSULTANT'S costs nor adversely affect CONSULTANT'S ability to meet the completion date, nor deprive CONSULTANT of the benefits of the payment schedule, or the Agreement price. CITY may also make changes affecting the completion date, payment schedule or Agreement price, provided that CITY agrees to such modifications of the completion date, payment schedule and Agreement price as the case may be, as are established by CONSULTANT. CITY shall provide written notice to CONSULTANT of all changes. CONSULTANT shall provide CITY with a written acceptance or dispute of such changes (and provide proposed modifications of the completion date, payment schedule or Agreement price for changes affecting the same) within thirty (30) calendar days after receipt thereof.

- 12.4 **CHANGES CAUSED BY FORCE MAJEURE EVENTS.** If an event of Force Majeure affects CONSULTANT'S costs under this Agreement or CONSULTANT'S ability to meet a milestone or completion date, CONSULTANT shall propose in writing an equitable adjustment to this Agreement price, payment schedule and completion date as the case may be, and CITY shall accept or dispute such proposal in writing within thirty (30) calendar days.
- 12.5 **PERFORMANCE PENDING RESOLUTION OF DISPUTES.** If a good faith dispute is pending regarding the cost of a Change and the total value of that Change is less than five percent (5%) of the compensation described in Paragraph 9.1, as may be modified pursuant to this Agreement, then CONSULTANT shall proceed with the performance of that Change. If the parties cannot resolve that dispute, in good faith, then the amount to be paid for that Change shall be equal to the amount CITY claims, in good faith, (CITY's Claim), plus one-half difference between the amount of CITY's Claim and the amount CONSULTANT claims, in good faith. If a good faith dispute is pending regarding the cost of a CHANGE and the total value of that Change is five percent (5%) or more than the compensation described in Paragraph 9.1, as may be modified pursuant to this Agreement, then CONSULTANT is not required to proceed with the performance of that Change while that good faith dispute remains pending.
- 12.6 **SUPPORTING DOCUMENTATION.** Claims by CONSULTANT for adjustments to this Agreement price, completion date, and payment schedule shall be supported by documentation such as invoices from vendors and sub-consultants and CONSULTANT'S man-hour breakdowns.
- 13 **CITY CAUSED DELAYS.** If an act or omission of CITY affects CONSULTANT'S costs or ability to meet a milestone within the critical path of the Services that would also delay the completion date, then CONSULTANT shall propose in writing an equitable adjustment to the respective Agreement price, payment schedule and completion date, as the case may be, and CITY shall accept or dispute such proposal in writing within thirty (30) calendar days.
- 14 **AUTHORIZATION TO PROCEED.** Prior to starting any of the services under this Agreement, CONSULTANT shall be in receipt of a written Authorization to Proceed issued by the Designated Representative that identifies the specific services authorized to proceed.
- 15 **TIME OF BEGINNING AND COMPLETION.** Time is of essence for this Agreement.
- 15.1 CONSULTANT shall commence Services upon receipt of written Authorization to Proceed. CONSULTANT agrees to coordinate with CITY as to scheduling and mutually satisfactory completion of the services set forth in Exhibits "A," and "B."
- 15.2 CONSULTANT shall adhere to schedules and deadlines agreed to by CITY and CONSULTANT. CONSULTANT'S failure to complete the Services within the time specified, due to avoidable delays, may at CITY's discretion be considered a material breach of this Agreement. No extension of time to complete any portion of the services called for in this Agreement shall be allowed except upon the express, written approval of the Designated Representative. Consultant shall request, in writing, a time extension for approval by CITY, promptly upon the occurrence of any action causing delay in CONSULTANT'S prosecution of the services. The nature of the delay, the corrective actions taken and the impacts on the project schedule shall be described in each request for time extension.
- 16 **OWNERSHIP OF DOCUMENTS.** All documents, computer programs, plans, designs and other intellectual property prepared by CONSULTANT specifically for this Agreement shall become the property of CITY. CONSULTANT will take such steps as are necessary to perfect or to protect the ownership interest of CITY in such property. CONSULTANT may retain copies of original documents for CONSULTANT'S file.
- 17 **ASSIGNMENT OF AGREEMENT.** CONSULTANT shall not assign, transfer, subcontract, or delegate any right, privilege or interest in this Agreement, or any part thereof, without prior written consent of CITY. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge CONSULTANT from any obligation under this Agreement. Nothing contained in this paragraph shall

prevent CONSULTANT from employing independent consultants, associates, and sub-consultants to assist in the performance of the Services.

- 18** **THIRD PARTY RIGHTS.** Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than CITY and CONSULTANT.
- 19** **INDEMNITIES.** CONSULTANT shall perform all Services in a careful, diligent and professional manner and shall indemnify, defend, and hold harmless CITY, its officials, officers, employees, and volunteers from and against all claims, damages, losses, and expenses including reasonable attorney's fees (Damages) arising out of the performance of the Services described herein, caused in whole or in part by **willful misconduct or negligent act or omission of** CONSULTANT, anyone directly or indirectly employed by CONSULTANT or anyone for whose acts CONSULTANT may be liable; provided, that the obligation to indemnify and hold harmless is only to the extent CONSULTANT caused Damages.
- 20** **INSURANCE REQUIREMENTS.** As part of the consideration of this Agreement, CONSULTANT agrees to obtain and maintain at its sole cost and expense during the life of this Agreement the following insurance with an insurer or insurers satisfactory to CITY:
- 20.1 Insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the Services hereunder by CONSULTANT, its agents, representatives, employees, and sub-consultants.
- 20.2 Coverage shall be at least as broad as:
- 20.2.1 Insurance Services Office Commercial General Liability coverage (occurrence from CG 0001).
- 20.2.2 Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto).
- 20.2.3 Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.
- 20.3 CONSULTANT shall maintain limits not less than:
- 20.3.1 General Liability: \$3,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial Liability Insurance or other form with a general aggregate limit is used, either the general aggregate shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- 20.3.2 Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- 20.3.3 Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
- 20.4 Any deductibles or self-insured retentions must be declared to and approved by CITY. At the option of CITY, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY, its officials, officers, employees and volunteers; or CONSULTANT shall provide a financial guarantee satisfactory to CITY guaranteeing payment of losses and related investigations, claim administration and defense expenses.
- 20.5 The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:
- 20.5.1 CITY, its officers, officials, employees and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of CONSULTANT; or automobiles owned, leased, hired or borrowed by CONSULTANT.

- 20.5.2 For any claims related to this project, CONSULTANT'S insurance coverage shall be primary insurance as respects CITY, its officials, officers, employees, and volunteers. Any insurance or self-insurance maintained by CITY, its officials, officers, employees, or volunteers shall be excess of CONSULTANT'S insurance and shall not contribute with it.
- 20.5.3 Each insurance policy required by this clause shall be endorsed to state coverage shall not be canceled by either party, except after thirty (30) days' (or 10-days' for non-payment of a premium) prior written notice by certified mail, return receipt requested, has been given to CITY. In the event the said insurance is cancelled, CONSULTANT shall, prior to the cancellation date, submit to CITY new evidence of insurance meeting the requirements and in the amounts herein established.
- 20.6 Insurance shall be placed with insurers with a current A.M. Best's rating of no less than A:VII.
- 20.7 Professional Liability "errors and omissions" insurance shall be placed with insurer or insurers satisfactory to CITY, with limits of liability not less than one million (\$1,000,000.00) dollars, to cover all insurable claims for professional services rendered by CONSULTANT pursuant to this Agreement.
- 20.8 CONSULTANT shall furnish CITY with original certificates and amendatory endorsements effecting coverage required by this clause. All certificates and endorsements are to be received and approved by CITY before Consulting Services commence. CITY reserves the right to require at any time complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.
- 20.9 CONSULTANT shall include all sub-consultants as insureds under its policies or shall furnish separate certificates and endorsements for each sub-consultant. All coverage and limits for sub-consultants shall be subject to all the requirements stated herein.
- 21 ENDORSEMENT ON PS&E/OTHER DATA.** When required, due to the nature of the Services, the responsible professional designated by CONSULTANT shall sign all plans, specifications, estimates (PS&E) and engineering data furnished by them and where appropriate, indicate their registration number. If CITY's City Manager or Public Works Director determines a designated professional is not providing CITY with acceptable service, then CONSULTANT shall designate another professional to service CITY within 5 days of written notice of that dissatisfaction.
- 22 NONDISCRIMINATION.** During the performance of this Agreement, CONSULTANT shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age (over 40), gender and actual or perceived sexual orientation. CONSULTANT shall ensure that the evaluation and treatment of its employees and applicants for employment are free of such discrimination. CONSULTANT shall include the nondiscrimination and compliance provisions of this clause in all lower-tier subcontracts to perform services under this Agreement.
- 23 WARRANTY AGAINST CONTINGENT FEES.** CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or formation of this Agreement. For breach or violation of this warranty, CITY shall have the right to annul this Agreement without liability, or at its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
- 24 COMPLIANCE WITH LAW.** CONSULTANT shall, at its sole cost and expense, comply with all CITY, County, State and Federal rules, regulations and laws (Laws) now in force or which may hereafter be in force with regard to this Agreement. The judgment of any court of competent jurisdiction, or the admission of CONSULTANT in any action or proceeding against CONSULTANT, whether CITY is a party thereto or


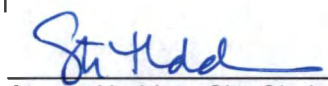
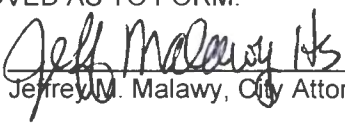
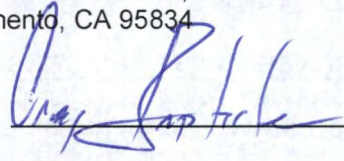
not, that CONSULTANT has violated any such laws, shall be conclusive of that fact as between CONSULTANT and CITY.

- 25 **CALIFORNIA LAW.** This Agreement shall be governed by the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed in the County of Santa Barbara, Santa Maria Branch, if in State court, regardless of where else venue may lie.
- 26 **TERMINATION OF THIS AGREEMENT.** This Agreement may be terminated by (i) either party upon 10 days' written notice to the other party in the event of a substantial failure of performance by such other party (ii) if CITY decides to abandon or indefinitely postpone the Project or (iii) if CONSULTANT becomes insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of receiver for its business or assets, files for relief from creditors under any bankruptcy or insolvency law whether domestic or foreign, or has wound up or liquidated, voluntarily or otherwise.
- 26.1 In the event of such termination, CITY shall pay CONSULTANT for all services satisfactorily performed to the date of receipt of Notice of Termination. An itemized statement of the Services performed to the date of termination shall be submitted to CITY. In ascertaining the services actually rendered hereunder up to the date of termination of this Agreement, consideration shall be given to both completed Services and Services in process of completion and to completion of the incomplete drawings and other documents whether delivered to CITY or in the possession of CONSULTANT. All documents, original tracings, and specifications shall be the property of CITY and may be reused by CITY without additional compensation to CONSULTANT.
- 27 **RELATIONSHIP BETWEEN CONSULTANT AND CITY.** It is expressly understood between the Parties no employee/employer relationship is intended; the relationship of CONSULTANT to CITY being that of an independent contractor. CONSULTANT represents and warrants that the personnel used to provide services to CITY pursuant to this Agreement are classified by CONSULTANT as employees. In the event that CONSULTANT or any employee, agent, or subcontractor of CONSULTANT providing services under this Agreement claims or is determined by a federal or state agency, a court of competent jurisdiction, or the California Public Employees' Retirement System ("CalPERS") to be classified as other than an independent contractor for CITY, then CONSULTANT shall indemnify, defend, and hold harmless CITY for the payment of any and all assessed fines, penalties, judgments, employee and/or employer contributions, and any other damages and costs assessed to CITY as a consequence of, or in any way attributable to, the assertion that CONSULTANT or any staff CONSULTANT used to provide services under this Agreement are employees of CITY.
- 28 **CONFLICT OF INTEREST.** While this Agreement is in force and effect, CONSULTANT shall accept no Services or perform any services that would constitute a conflict of interest with CITY. CONSULTANT agrees to promptly notify CITY whenever CONSULTANT or a client of CONSULTANT has an interest that may constitute such a conflict of interest with CITY.
- 29 **AUTHORITY.** All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any state and or/federal law in order to enter into this Agreement have been fully complied with. Furthermore, by entering into this Agreement, CONSULTANT hereby warrants that it shall not have breached the terms or conditions of any other contract or agreement to which CONSULTANT is obligated, which breach would have a material effect hereon.
- 30 **PRECEDENCE.** In the event of conflict between the provisions contained in the numbered sections of this Agreement and the provisions contained in the Exhibits, the provisions in the numbered sections shall prevail over those in the Exhibits. In the event of a conflict between any of the provisions of Exhibit "A" and Exhibit "B," the provisions of Exhibit "A" shall prevail.
- 31 **EXHIBITS.** The Exhibits listed below are incorporated by reference in this Agreement:

- 31.1 Exhibit "A" - "Request for Proposal", dated April 23, 2025, totaling 19 pages.
- 31.2 Exhibit "B" - "Proposal," dated May 27, 2025, totaling 36 pages.

32 **INTEGRATION.** This Agreement represents the entire agreement between the Parties regarding the Project. It supersedes all prior or extemporaneous communications, representations, or agreements, whether oral or written, relating to the subject matter of this Agreement. No amendment or modification of this Agreement shall be valid unless evidenced in writing and executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be executed and entered into this 21st day of August 2025.

<p>CITY OF LOMPOC 100 Civic Center Plaza Lompoc, CA 93436</p> <p>By: <u></u> Dean Albro, City Manager</p> <p>ATTEST</p> <p>By: <u></u> Stacey Haddon, City Clerk</p> <p>APPROVED AS TO FORM:</p> <p>By: <u></u> Jeffrey W. Malawy, City Attorney</p>	<p>CONSULTANT Bureau Veritas North America, Inc. 180 Promenade Circle, Suite 150 Sacramento, CA 95834</p> <p>By: <u></u> <u>Craig Baptista</u> (Name) Its: <u>Vice President</u> (Office)</p> <p>By: _____ _____ (Name) Its: _____ (Office)</p>
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Request for Proposal

INSTRUCTIONS:	PLEASE FAX or EMAIL YOUR QUOTE TO:	
Please help us with current pricing. Follow the form below; include tax and shipping if any. You may edit and email back.	Name:	Purchasing Department
	Department:	Purchasing Department
	Fax Number:	805 735 7628 purchasing@ci.lompoc.ca.us
	Respond by:	Tuesday, May 27, 2025
Company Name:	Authorized Representative Name (please print name)	
Address:	E-Mail Address	
City, State, Zip:	Web Page Address	
Phone Number	Date	
Fax Number:		



Request for Proposal No. 2025-RFP-016DW BUILDING PLAN REVIEW

Bid Closing: Tuesday, May 27, 2025 at 2:00 pm

The City of Lompoc is soliciting Bids/Proposals for BUILDING PLAN REVIEW. Bids will be received per the attached specifications, until 2:00 pm on Tuesday, May 27, 2025. Proposals shall be valid for 90 calendar days after the bid opening date.

Clearly mark the bid number and bid submittal deadline date on the outside and mail or deliver to:

**City of Lompoc
Purchasing Division
100 Civic Center Plaza
Lompoc CA 93436**

From the original issue date until the contract is awarded, the only authorized City contact will be the Purchasing Officer, or the Purchasing staff listed below. Only information communicated by the Procurement Officer or their designee shall be the official position of the City. Interested bidders or their representatives are not allowed to communicate with City staff regarding their solicitation. If any bidder is found to be in violation of their provision, the City reserves the right to reject their bid.

It is the responsibility of the bidder to see that any bid/proposal submitted shall have sufficient time to be received by the Purchasing Office prior to bid/proposal opening time. The receiving time in the Purchasing Office will be the governing time for acceptability of proposal. Late proposals will be returned to the bidder unopened. All proposals must bear original signatures and figures. Proposals received will not be publicly read aloud. Proposals will not be accepted by telephone, email, or fax machine.

Questions may be submitted, by written request through the OpenGov Procurement Portal, for an interpretation or correction thereof. Email inquiries to: purchasing@ci.lompoc.ca.us. Questions must be submitted before 2:00 pm on Monday, May 19, 2025.

Thank you,

Purchasing Department

1. BACKGROUND

The City of Lompoc is located where California Hwy 1 and Hwy 246 meet: Fifty-five miles Northwest of Santa Barbara and ten miles Southeast of Vandenberg Air Force Base. Rolling hills surround the Lompoc Valley in the north, south, and east. The Pacific Ocean is 9 miles to the west. The Santa Ynez River (dry most of the year) runs east to west through the valley. A chaparral forest with sandy soil, named Burton Mesa, runs to the north.

Lompoc weather is broadly defined as a cool Mediterranean climate that is typical to most coastal areas in Southern California. In Lompoc, the summers are short, comfortable, dry, and mostly clear and the winters are cold, wet, windy, and partly cloudy. Over the course of the year, the temperature typically varies from 40°F to 72°F and is rarely below 32°F or above 82°F.

2. PROJECT DESCRIPTION

The City of Lompoc, California, is seeking proposals from qualified firms to provide Building Plan Review and Contract Building Staffing Services. The selected vendor will assist the City in managing building permit applications, ensuring compliance with local, state, and federal building codes, and will provide skilled staff for various building department functions. The objective is to streamline the plan review process and enhance the efficiency of building inspections to better serve the community.

The city desires a high level of professionalism and customer services to residents, businesses, contractors and other organizations through continuity of plan review. The selected Consultant(s) shall be able to provide applicable services for residential and/or non-residential projects on an "as-needed" basis as requested by the city

3. SCOPE OF WORK

3.1. Scope of Work for Building Plan Review and Contract Building Staffing Services

Detailed Specifications

C1. Plan Review

Consultant(s) shall:

- Provide **comprehensive plan review comments** under the direction of the City.
- Employ **streamlined review processes** and adopt a **problem-solving approach** in interactions with City staff and project applicants.
- Review plans, calculations, and specifications related to **Storm Water, CEQA, and Civil elements** for Residential and Nonresidential projects.
- Ensure compliance with the latest **state and City building codes and ordinances** during the review of plans, calculations, reports, and specifications.
- Recommend approval for compliant plans and forward them to the City for **building permit issuance**.

- Provide **specific, detailed, and complete plan review comments**, referencing relevant plan sheet numbers and code sections.

All plan review services must be conducted under the **responsible charge of a California-licensed professional** authorized to prepare and sign such plans.

Additional Requirements:

- Provide **pickup and delivery** for plans requiring review.
 - Be equipped to handle **electronic submission and transmission** of plans.
 - Propose **turnaround timeframes** for initial and subsequent plan reviews.
-

C2.1 Plan Check Engineer

Consultant(s) shall:

- Provide **on-site plan review services** by a California-licensed design professional (Architect, Civil Engineer, or Structural Engineer) as needed.
- Ensure compliance with the latest state and City building codes and ordinances, including **structural provisions**.
- Assist and advise plan check staff and collaborate with building inspectors, engineers, architects, and contractors on code interpretations and compliance.
- Conduct **completeness checks** to ensure submittals include necessary information for comprehensive review.
- Support department-related activities, such as **updates to local building ordinances**.

Documentation & Technology:

- Provide written documentation as necessary.
 - Enter relevant information into the **City's electronic permitting and inspection software system**.
-

Questions and Inquiries

Submission Process:

- Submit questions via **email** by **2:00 PM, May 19, 2025**,
- Questions must clearly reference the relevant **RFP section**.

Submission Format:

- Paper copies:
Purchasing Department

100 Civic Center Plaza
Lompoc, CA 93436

- Electronic copies (PDF format):
purchasing@ci.lompoc.ca.us

Responses will be provided via email, maintaining anonymity of the source. Clarifications or addenda will be issued if necessary.

Submittal Process

Delivery of Responses:

- Submit all responses in **hard copy** or **electronic format** by **2:00 PM, May 23, 2025**.
- Submit five (5) paper copies when submitting in hard format.
- Clearly mark all submittals as:
"BUILDING PLAN REVIEW AND CONTRACT BUILDING STAFFING SERVICES"
RFP# 2024-RFP-016DW

Completeness of Submittal:

- Proposals indicate acceptance of all RFP terms and conditions unless exceptions are clearly noted.
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Service Requirements

General Requirements:

- Proven experience with **municipal building plan review and staffing services**.
- Demonstrated success in handling similar scopes of work.
- Certified professionals in relevant fields (e.g., building inspection, engineering, architecture).

Building Plan Review Services:

- Conduct thorough reviews for compliance with:
 - **California Building Code (CBC)**
 - **California Residential Code (CRC)**
 - Local ordinances and zoning regulations.
- Provide **feedback and recommendations** to resolve plan discrepancies within **15 business days**.
- Facilitate communication between applicants and City staff.

Contract Building Staffing Services:

- Provide qualified staff, such as **plan checkers**, meeting these qualifications:

- Valid certifications from recognized authorities.
 - Proficiency with **digital inspection and plan management software**.
 - Familiarity with **CEQA regulations**.
 - Ensure staff availability during regular business hours and for additional hours as needed.
 - Offer ongoing **training and professional development** to maintain current knowledge.
-

Quality Assurance & Reporting

Quality Assurance:

- Implement a process ensuring **high standards** for plan reviews and inspections.
- Participate in periodic evaluations conducted by the City.

Reporting:

- Provide **weekly status reports** summarizing:
 - Number of plans reviewed.
 - Pending applications.
 - Significant issues encountered.
 - Document all findings and activities in a standardized digital format.
-

Delivery and Communication

Timeline:

- Submit an estimated project timeline and milestones at proposal submission.
- Begin services within **30 days of contract award**.
- Provide all deliverables electronically in a timely manner.

Coordination:

- Designate a **primary point of contact** for City coordination.
 - Attend regular meetings (bi-weekly or monthly) to discuss progress and upcoming tasks.
 - Ensure all staff are briefed and oriented on City procedures.
-

Conclusion

The City of Lompoc is committed to efficient and accessible building services. We seek a partnership with a reputable firm capable of delivering exceptional staffing and plan review services aligned with our standards. Proposals must clearly demonstrate how vendors meet the specifications outlined in this Scope of Work.

4. NOTICE OF REGULATED COMMUNICATION RULE

Lompoc Municipal Code Section 3.36.175, paragraph B (1), Regulation of Communications during Competitive Procurement—:

“No Proposer or Bidder shall initiate, engage in, or continue any communication to or with any elected official, and no elected official shall initiate, engage in, or continue any communication to or with any Bidder or Proposer, concerning or touching upon any matter which is the subject of a competitive procurement within the scope of their Section except as permitted in their Section.”

Specific questions concerning the RFP should be submitted via email to the RFP Coordinator, before the date identified in Section I. subsection D. “Firm Selection Schedule”. Questions should clearly identify the relevant section of the RFP related to the question being asked. Questions regarding the information contained in the RFP document must be submitted in writing or by email

No collusion- By submitting a proposal, the firm certifies that its submission is not the result of collusion or any other activity that would tend to directly or indirectly influence the selection process. The proposal will be used to determine the firm’s capability of rendering the services to be provided.

5. BID SECURITY/DEPOSIT

Bid bonds are being required per Lompoc Municipal Code 3.36.025(C) (1), Bid Security:

- A. Bid Bond: All bids shall be accompanied by cash, a money order, or a cashier's certified check, payable to the order of the City, amounting to ten percent (10%) of the bid, or by a bond in said amount and payable to said City, signed by the bidder and a corporate surety, or by the bidder and two sureties who shall justify before any officer competent to administer oaths, in double said amount over and above all statutory exemption.
- B. Performance Bond: Successful bidder shall furnish within eight (8) consecutive calendar days after written Notice of Award, a Performance Bond in an amount equal to one hundred percent (100%) of the total amount of the contract. In the event the bidder to whom an award is made fails or refuses to perform under or to execute the contract, if required, within eight (8) calendar days from the date of receiving notification of award, the City may declare the bidder's bid deposit or bond forfeited as damages caused by the failure of the bidder to enter into the contract, and may award to the next lowest bidder, or may call for new bids.
- C. Labor and Materials Bond: Successful bidder shall furnish within eight (8) consecutive calendar days after written Notice of Award, a Labor and Materials Bond in an amount equal to one hundred percent (100%) of the total amount of the contract.

6. EXAMINATION OF SPECIFICATIONS AND SITE

The bidder is expected to carefully examine the proposed work, the proposal, specifications, and bid forms. They shall satisfy themselves as to the character, quality, and quantities of work to be performed, materials to be furnished and to the requirements of the proposed specifications.

7. START DATE

A purchase order will be issued upon award of bid or quotation. Contractor shall not begin work without a Notice to Proceed which will be issued after receipt by the Purchasing and Materials Manager of all required insurance certificates and bonds.

8. REJECTION OF WORK

Bidder agrees that the City has the right to make all final determinations as to whether the work has been satisfactorily completed.

9. QUALIFICATIONS OF CONTRACTOR

9.1. NONDISCRIMINATION

Contractors shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age (over 40), sexual orientation, or veteran or military status, or allow denial of family-care leave, medical-care leave, or pregnancy-disability leave, or any other protected status. The contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. Contractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, title 2, section 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a)-(f), set forth in Chapter 5 of Division 4.1 of title 2 of the California Code of Regulations, are incorporated by reference and made a part hereof as if set forth in full. The Grantee and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

9.2. PAYMENT OF PREVAILING WAGES

Contractor is aware of the requirements of California Labor Code Section 1720 et seq., and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. Since the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws.

Included herein by reference are the provisions of California Labor Code sections 1771, 1775, 1776, 1777.5, 1813 and 1815. Contractor agrees to comply with all the above-referenced provisions applicable to the performance of its work on their project. Specifically, the contractor agrees to: (1) Pay all workers not less than the general prevailing rate of wages. Contractor and any subcontractor shall forfeit a penalty of up to \$200 per calendar day or portion thereof for each worker paid less than

the prevailing wage rates. (2) Submit certified payroll in accordance with <http://www.cityoflompoc.com/ManagementServices/purchasing/policies.htm>. Current prevailing wage rate may be found at <http://www.dir.ca.gov/OPRL/PWD/index.htm>.

Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the services available to interested parties upon request and shall post copies at Contractor's principal place of business and at the project site.

9.3. APPRENTICESHIP EMPLOYMENT STANDARDS

Attention is directed to the provisions in Sections 1776 and 1777.5 of the California Labor Code concerning the employment of apprentices by the Contractor or any subcontractor under them.

One of the legal requirements for working on a public works project is the employment of apprentices. The Division of Apprenticeship Standards provides assistance to contractors in employing apprentices on public works sites. The Contractor or any subcontractor that is determined by the Labor Commissioner to have knowingly violated Section 1777.5 shall forfeit as a civil penalty an amount not exceeding \$100 for each full calendar day of noncompliance, or such greater amount as provided by law.

Information relative to apprenticeship standards, wage schedules, and other requirements may be obtained from the Director of Industrial Relations, <http://www.dir.ca.gov/DAS/DASApprenticesOnPublicWorksSummaryOfRequirements.htm>

9.4. HOURS OF WORK

Contractor is advised that eight (8) hours labor constitutes a legal day's work. Pursuant to Section 1813 of the California Labor Code, Contractor shall forfeit a penalty of \$25.00 per worker for each day that each worker is permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week; except when payment for overtime is made at not less than one and one half (1 1/2) times the basic rate for that worker.

9.5. PAYROLL RECORDS

Contractor and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week; and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. The payroll records shall be certified and shall be available for inspection at all reasonable hours at the principal office of Contractor in the manner provided in Labor Code section 1776. A contractor who is found to have violated the provisions of law regarding wages on Public Works with the intent to defraud shall be ineligible to bid on Public Works contracts for a period of one to three years as determined by the Labor Commissioner. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, such penalties shall be withheld from progress payments then due. The responsibility for compliance with this section is on Contractor.

9.6. COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

Contractor shall perform all work in strict accordance with all Federal, State, and local regulations. Contractor shall also obtain all permits required for the performance of the work outlined in these

specifications. Plans and specifications shall meet requirements of the current California Building Code and Federal Americans with Disabilities Act.

9.7. DEBARMENT OF CONTRACTORS AND SUBCONTRACTORS

In accordance with the provisions of the Labor Code, contractors or subcontractors may not perform work on a public works project with a subcontractor who is ineligible to perform work on a public project pursuant to Section 1777.1 or Section 1777.7 of the Labor Code. Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract. Any public money that is paid to a debarred subcontractor by the Contractor for the Project shall be returned to the City. The Contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the Project.

9.8. SAFETY

Job site safety, both during and after working hours, is the sole responsibility of the Contractor. The Contractor, their employees and subcontractors shall be familiar with and comply with all applicable safety regulations and guidelines. The Contractor shall also provide for and ensure public safety around the site both during and after work hours. This shall include the provision of traffic control for the work site.

9.9. CONTRACTOR'S EQUIPMENT

The Contractor shall provide all necessary equipment, tools, and appurtenances for the timely completion of the work. Contractor's equipment shall be in complete and safe operating condition and shall be appropriately maintained and operated during the project.

9.10. SCHEDULE

Work shall begin no later than seven (7) days after notice to proceed (NTP).

9.11. PAYMENT

Payment will be made according to the unit price schedule in the contract based on the actual unit quantities expended as determined by the OTR. Payment for lump sum items shall be made only upon satisfactory completion of the entire task.

9.12. PUBLIC WORKS

The City of Lompoc is a public agency. Contracts exceeding \$1,000 with the City are considered "Public Works" when they include services for construction, alteration, demolition or repair work, and maintenance services.

Contractor and subcontractor(s) must register with the California Department of Industrial Relations (DIR) and that before :

- A. Their project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

- B. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement).
- C. The project listed above requires payments of not less than the general prevailing rates for per diem wages, overtime work, legal holidays, other employee payments, and travel & subsistence if applicable, in the locality in which the work is to be performed for each craft, classification, or type of worker needed as required in the California Labor Code. Such rates of wages are on file with the Department of Industrial Relations and in the office of the District and are available to any interested party upon request.
- D. Contractors shall promptly notify the City in writing, about any classifications of labor not listed in the prevailing wage determination but necessary for the performance of the work. Contractors will post a copy of the determination of prevailing rates at the job site(s).

9.13. CONTRACTOR AND SUBCONTRACTOR REGISTRATION

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work.

9.14. CONTRACTING WITH SMALL AND MINORITY OWNED FIRMS, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS

The City is fully committed to substantially increasing the opportunity for participation in all phases of all City procurement by minority, female, disadvantaged, and small business enterprises. (Ord. 1637(17) § 1; prior code § 2632)

9.15. LABOR COMPLIANCE; STOP ORDERS

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be the Contractor's sole responsibility to evaluate and pay the cost of complying with all labor compliance requirements under this contract and applicable law. Any stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor that affect Contractor's performance of Work, including any delay, shall be Contractor's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Contractor caused delay subject to any applicable liquidated damages and shall not be compensable by the City.

9.16. DAMAGE

The contractor shall be held responsible for any breakage, loss of City's equipment or supplies through negligence of the contractor or their employee while working on the City's premises. The contractor shall be responsible for restoring/replacing any equipment, facilities, etc. so damaged. The contractor shall immediately report to the department representative any damage to the premises resulting from services under their contract.

9.17. LIQUIDATED DAMAGES

It is agreed by the parties to the contract that in case all the work called for under the contract in all parts and requirements is not finished or completed within the number of working days expressed in the contract, damage will be sustained by the City, and that it is and will be impracticable and extremely difficult to ascertain and determine the actual damage which the City will sustain in the event of and by reason of the delay; and it is therefore agreed that the Contractor will pay to the City, the sum of \$500 per day, for each and every calendar days delay in finishing the work in excess of the number of working days prescribed above; and the Contractor agrees to pay the liquidated damages herein provided for, and further agrees that the City may deduct the amount thereof from any moneys due or that may become due the Contractor under the contract.

9.18. AUTHORITY OF THE CITY

Subject to the power and authority of the City as provided by law in their contract, the City shall in all cases determine the quantity, quality, and acceptability of the work, materials and supplies for which payment is to be made under their contract. The City shall decide the questions which may arise relative to the fulfillment of the contract or the obligations of the contractor there under.

9.19. INDEMNIFY AND HOLD HARMLESS

The Contractor shall indemnify and hold harmless the City and all officers and employees thereof connected with the work, from all claims, suits or actions of every name, kind and description, brought for, or on account of, injuries to or death of any person or damage to property resulting from the construction of the work or by or in consequence of any negligence in construction of the work; or by or on account of any act or omission by the Contractor or their agents during the progress of the work or at any time before its completion and final acceptance.

9.20. INSURANCE REQUIREMENTS

Contractor shall furnish insurance certificates per Insurance Requirements, attached.

- A. Public Liability and Property Damage Insurance. The Contractor shall furnish to the City and maintain during the life of the contract such public liability and property damage insurance policies as are necessary to insure the Contractor, their subcontractor, the City, and their officers and employees, while acting within the scope of their duties, against all claims arising out of or in connection with the work to be performed.
- B. Subcontractor's Insurance. Contractor shall ensure that its subcontractors are covered by insurance of the types and the amounts required by their Article. Contractor shall not allow any subcontractor to commence work on its subcontract until the insurance has been obtained.

10. BASIS OF AWARD

The City will award this contract based on the Lowest Responsive and Responsible Bidder: The bidder who fully complies with all the bid requirements and whose past performance, reputation, and financial capability is deemed acceptable, and who has offered the most advantageous pricing or cost benefit, based on the criteria stipulated in this bid package.

The City of Lompoc reserves the right to reject all proposals.

10.1. BID INSTRUCTIONS

The Bid shall be submitted on the Bid Proposal forms included in the Specifications. All Bid Documents must be completed, executed and submitted with Bid by Bidder. Required Bid Proposal Documents:

1. Registered Proposer Information Sheet
2. Bidder's Proposal
3. Prevailing Wage
4. Contractor's Affidavit
5. Bid Bond (10% of Bid)
6. List of Subcontractors
7. References
8. Bidder's Information
9. Deviations Page

All prices submitted will be considered as including any and all sales or use taxes. In case of a discrepancy between a unit bid price and total bid, the unit price shall prevail.

10.2. BID SUBMISSIONS

Bid submissions shall be submitted on or before bid Closing Time and Date through the OpenGov eProcurement Portal at: <https://procurement.opengov.com/portal/lompoc>

or

Submit one (1) original copy marked "ORIGINAL", one (1) copy, and one (1) flash drive in a sealed envelope marked **RFP No. 2025-RFP-016DW**, in person or by mail at the below address:

100 Civic Center Plaza., Lompoc, CA 93436

10.3. SCHEDULE OF DATES

Proposed Calendar which is subject to change:

Release Request for Proposal:	April 23, 2025
Bid Advertising Lompoc Record:	April 30, 2025
Last day for Questions / Clarifications / Corrections:	May 19, 2025, 2:00pm
Closing Date for Request for Proposal:	May 27, 2025, 2:00pm

11. VENDOR QUESTIONNAIRE

1. Company Profile*

Please include your company's Name, Business Address, and a Brief History of the firm.

*Response required

2. Team Composition*

Please provide a listing of all resources who will be assigned to supervision of others during this project. Resources should be identified as follows:

- A. A brief resume identifying each individual's qualifications and experience.
- B. As well as the number of years each individual has worked for the company and specific projects worked on.

*Response required

3. Attachment B - Public Work - Prevailing Wage Job*

Please download the below documents, complete, and upload.

- [B Attachment - PUBLIC WORK ...](#)

*Response required

4. Do the references provided indicate their experience? *

- Yes
- No

*Response required

5. References*

Bidding Contractor shall provide a minimum of three references of related work completed within the last three years. Their information will be used in the overall evaluation of the bids.

References will be asked to rate vendor on a scale of 1-5, with 5 being the best, on the following areas:

- A. Did vendor have the knowledge, experience, equipment, etc. to perform work for your Agency?
- B. Did vendor strictly adhere to all Standards and/or Specifications of the job?
- C. Were safety standards or requirements followed?
- D. Was the job completed on time and on budget?
- E. Would you rehire their vendor for additional work in the future?
- F. How would you rate their vendor overall?

Please download the below documents, complete, and upload.

- [BIDDER REFERENCES.docx](#)

*Response required

6. City Business Tax License*

All vendors who work within city limits of the City of Lompoc are required to have a Business Tax License. If you do not have a Business Tax License, please contact the Lompoc City Clerk (805) 875-8242.

Please include:

- City of Lompoc Business Tax License Number
- Business Name, within the City of Lompoc
- Business Address within the City of Lompoc

*Response required

7. Pricing Proposal*

All prices submitted will be considered as including any and all sales or use taxes. In case of a discrepancy between a unit bid price and total bid, the unit price shall prevail.

*Response required

8. Bonds*

Please download the below documents, complete, and upload.

- [BID BOND.docx](#)
- [PERFORMANCE BOND.docx](#)

*Response required

12. GENERAL TERMS AND CONDITIONS

12.1. ISSUANCE OF BID

Their bid request creates no obligation on the part of the City and the City reserves the unconditional right, at its option, to either reject all proposals or waive any irregularities or informalities therein.

12.2. BID SUBMISSION

Proposals must be mailed or delivered in sealed envelope and must be labeled with the **Name of Bidder, Bid Title, and Date and Time of Opening**. Prices shall be printed or typewritten. Mistakes may be crossed out and corrections printed adjacent and initialed by person signing the bid. Bidders must complete and return the Exceptions to Specifications page of the specification page(s) in order to be considered.

12.3. MORE THAN ONE BID

More than one bid is not allowed.

12.4. BID VALIDITY/WITHDRAWAL

Prices shall remain valid for ninety (90) days from date of opening and be inclusive. Proposals submitted may be withdrawn by written request received BEFORE the hour set for opening. No bidder may withdraw their bid after the time set for opening.

12.5. QUESTIONS

Questions may be submitted, by written request through the OpenGov Procurement Portal, for an interpretation or correction thereof. Fax or email inquiries to: purchasing@ci.lompoc.ca.us

12.6. COMPLIANCE WITH LAWS

All proposals shall comply with current federal, state and local laws relative thereto, including applicable Federal and State Occupation Safety and Health laws and that Seller will indemnify and hold the Buyer harmless for any failure to so conform.

12.7. CONTRACT LIMITATIONS

Any resulting contract shall be limited to all terms and conditions herein, including any general and special conditions and instructions, purchase order or other documents issued by the City.

12.8. CANCELLATION

Any agreement resulting from an award may be canceled by either party at any time upon thirty (30) days written notice. The City may cancel any agreement WITH CAUSE within ten (10) days written notice to supplier.

12.9. LAWS GOVERNING CONTRACT

The contract shall be in accordance with the laws of the State of California and the County of Santa Barbara is the only appropriate forum for any litigation. In the event a suit or action is instituted arising out of any contract, the prevailing party shall be entitled to receive, in addition to its cost, such sum as the court may adjudge reasonable as to attorney's fees and costs.

12.10. TAXES (FEDERAL EXCISE/SALES OR USE/LOCAL PREFERENCE)

The City is exempt from Federal Excise Tax. All taxes, if applicable, shall be shown on bid form page. ALL TAXES; Sales, Use and Local Preference will be a consideration in bid evaluation.

12.11. MINORITY BUSINESS ENTERPRISES

It is the policy of the City that minority business enterprises shall have the maximum opportunity to participate in the City's bidding requirements.

12.12. EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of the City to promote the full realization of equal employment opportunity.

12.13. BID PROTEST

Interested parties wishing to protest City solicitation documents may obtain a copy of Lompoc Code, Title 3, Chapter 3.36.170 by calling the Purchasing Office at (805) 875-8000 or on the City's web site at: <https://www.cityoflompoc.com/home/showdocument?id=656>

12.14. SELL OR ASSIGN

Contractor shall not have the right to sell, assign or transfer any obligations resulting from the award without the specific written consent of the Purchasing and Materials Manager.

12.15. REASONS FOR AUTOMATIC DISQUALIFICATION OF PROPOSALS

- A. Failure of bidder to fulfill all basic requirements will result in automatic bid rejection. A Letter of Bid Disqualification is sent to bidder failing to meet any of the requirements. The checklist of reasons for rejection as follows:
- B. Failure to sign bid document.
- C. Failure to ensure bid was received by City of Lompoc Purchasing Offices on or before bid opening date and time and the address specified in the bid.
- D. Failure to provide bid security (if required and in the form and amount specified).
- E. Failure to attend mandatory bidders' interviews.
- F. Failure to provide information or other supplemental materials as specified in the RFP or bid.
- G. Failure to bid on all items when specifically required.

These items are self-explanatory and are applied equally and irrevocably to all vendors and their proposals. Therefore, bidders must be conscientious in fulfilling all requirements in order to have their proposals considered for award.

12.16. ENTIRE AGREEMENT

Any Agreement resulting from their Bid will consist of the following documents, in order of precedence, and shall be the entire agreement between parties:

- A. Purchase Order
- B. RFP, ITB, etc
- C. Attachments
- D. CONTRACTOR's Bid

12.17. TIME OF BID SUBMISSION

Bids or Proposals shall be submitted so as to be received in the office designated in the request for proposals not later than the exact time set for opening of proposals. Lompoc City Code Section 2603.E. reads "Bid Opening. No bid shall be considered which has not been received at the place, and at or prior to the time, stated in the invitation for proposals." The official time clock for their bid will be the "The Official NIST US Time": <https://www.time.gov/>

Solicitations opening at 2:00 p.m. PDT will be considered late at 02:00:01 p.m. PDT and will not be accepted or considered. The Purchasing and Materials Manager Agent or their representative designated as the bid opening official shall decide when the time set for bid opening has arrived, and so shall declare to those present. Proposals will not be publicly opened and read aloud.

12.18. INDEMNITY AND INSURANCE REQUIREMENTS

DO NO WORK AND DO NOT PROCEED WITH THIS ORDER OR CONTRACT until you have been notified that your insurance certificate and endorsements are acceptable. Maintenance of proper insurance coverage is a material element of the contract. Firms performing services or installations in the City of Lompoc must have a current City of Lompoc Business Tax Number

The City of Lompoc requires that you furnish and maintain current certificates of insurance for the duration and term of that contract within the scope and limits of the Indemnity and Insurance Requirements listed here. The certificates and endorsements are to be signed by a person authorized by the insurers to bind coverage on their behalf.

You must provide a separate endorsement naming the City as an additional insured

referencing your name and policy number. Examples of such endorsements are ISO CG 25 04 11 85, ISO CG 25 03 11 85, ISO CG 25 01 11 85. You must secure the following insurance coverage to protect the City from claims brought against the City, employees, authorized representatives, agents, or third parties.

1. **Worker's Compensation Insurance in an amount not less than \$1,000,000** per occurrence as required by State of California statutes, and employer's liability insurance (including disease coverage). Insurer shall waive all rights of subrogation against the City, its employees, representatives, and agents.
2. **Automobile Liability Insurance** with coverage for any vehicle including those owned, leased, rented, or borrowed. This insurance shall have an endorsement naming the City as Additional Insured and with a standard cross-liability clause or endorsement. The limit amount for this insurance shall be not less than **\$500,000 per occurrence** combined single limit for bodily injury and property damage.
3. **General Liability Insurance** including premises and operations, products, completed operations, contractual liability, independent contractors, and broad form property damage coverages. This insurance shall be on a commercial insurance, occurrence form with an endorsement naming the City as Additional Insured and with a standard cross-liability clause or endorsement. The limit amount for this insurance shall be **not less than \$1,000,000** per occurrence combined single limit for bodily injury and property damage.

The insurance policies described above shall include the following provisions or have added by endorsement:

1. The **coverages shall be primary**, and no other insurance or self-insurance such as may be utilized by the City shall contribute to a loss under these policies.
2. The policies shall not be canceled or materially altered without **30 days prior written notice** to the City.

The insurers utilized shall conform to the following terms:

1. Insurers shall have at least an **"A-" policyholder's rating and a "VII" financial rating** in accordance with the most current **Best's Key Rating Guide**.
2. Vendor shall furnish the City, within ten (10) calendar days of receiving Notice of Award, or a Request for Insurance letter, and not less than two (2) working days prior to the commencement of the work, with adequate certificates of insurance and with original endorsements affecting coverage as will demonstrate that the provisions and/or requirements of this section have been complied with.

BUSINESS TAX NUMBER: Firms performing services or installations in the City of Lompoc must have a current City of Lompoc Business Tax Number. Please contact the City of Lompoc, City Clerk Office at 875-8242 for information.

Please send insurance certificates to:

City of Lompoc

Purchasing Division

1300 West Laurel Ave

Lompoc, Ca 93436

Email: purchasing@ci.lompoc.ca.us



City of Lompoc
Purchasing Division
Devon Williams, Manager
1300 West Laurel Avenue, Lompoc, CA 93436

[BUREAU VERITAS NORTH AMERICA, INC.] RESPONSE DOCUMENT REPORT

RFP No. 2025-RFP-016DW

BUILDING PLAN REVIEW

RESPONSE DEADLINE: May 27, 2025 at 2:00 pm

Report Generated: Monday, August 18, 2025

Bureau Veritas North America, Inc. Response

CONTACT INFORMATION

Company:

Bureau Veritas North America, Inc.

Email:

nicole.reed@bureauveritas.com

Contact:

Nicole Reed

Address:

180 Promenade Circle, Suite 150
Sacramento, CA 94571

Phone:

N/A

Website:

N/A

Submission Date:

May 27, 2025 10:02 AM (Pacific Time)

ADDENDA CONFIRMATION

Addendum #1

Confirmed May 6, 2025 12:56 PM by Nicole Reed

Addendum #2

Confirmed May 27, 2025 10:01 AM by Nicole Reed

Addendum #3

Confirmed May 27, 2025 10:01 AM by Nicole Reed

QUESTIONNAIRE

1. Company Profile*

Please include your company's Name, Business Address, and a Brief History of the firm.

Bureau Veritas North America, Inc.

250 N Westlake Blvd, Suite 150, Westlake Village, CA 91362

Bureau Veritas is a multinational corporation with a history which includes over 197 years of providing worldwide regulatory compliance service to industry and governmental agencies. Founded in 1828, Bureau Veritas is a global leader in quality assurance, health, safety, and environmental (QHSE) solutions. Recognized and accredited by the largest national and international organizations and with over 82,000 employees, the firm has unparalleled resources to manage projects requiring a broad range of expertise across vast geographies. With operations in 140 countries and all continents, Bureau Veritas draws on the synergies between its local teams and dedicated technical centers throughout the world. Our firm is consistent in our approach in giving clients a close-knit presence found in smaller firms while possessing the support of a national firm.

Within the United States, Bureau Veritas North America, Inc., incorporated in the state of Delaware, is recognized as being the largest code compliance firm in the nation with over 5,000 employees working out of 100+ offices. Many of the firm's staff have been public

agency employees or augmented public agency personnel who know and understand government processes. Consequently, BV is ready to step in immediately to provide Ventura one integrated source to meet its needs.

2. Team Composition*

Please provide a listing of all resources who will be assigned to supervision of others during this project. Resources should be identified as follows:

- A. A brief resume identifying each individual's qualifications and experience.
- B. As well as the number of years each individual has worked for the company and specific projects worked on.

Team_Composition_Lompoc,_City_of__Building_Plan_Check_Review_Services-4.pdf

3. Attachment B - Public Work - Prevailing Wage Job*

Please download the below documents, complete, and upload.

- [B Attachment - PUBLIC WORK ...](#)

Prevailing_Wage_Lompoc,_City_of__Building_Plan_Check_Review_Services-3.pdf

4. Do the references provided indicate their experience? *

Yes

5. References*

Bidding Contractor shall provide a minimum of three references of related work completed within the last three years. Their information will be used in the overall evaluation of the bids.

References will be asked to rate vendor on a scale of 1-5, with 5 being the best, on the following areas:

- A. Did vendor have the knowledge, experience, equipment, etc. to perform work for your Agency?
- B. Did vendor strictly adhere to all Standards and/or Specifications of the job?
- C. Were safety standards or requirements followed?

- D. Was the job completed on time and on budget?
- E. Would you rehire their vendor for additional work in the future?
- F. How would you rate their vendor overall?

Please download the below documents, complete, and upload.

- [BIDDER REFERENCES.docx](#)

References_Lompoc,_City_of___Building_Plan_Check_Review_Services-2.pdf

6. City Business Tax License*

All vendors who work within city limits of the City of Lompoc are required to have a Business Tax License. If you do not have a Business Tax License, please contact the Lompoc City Clerk (805) 875-8242.

Please include:

- City of Lompoc Business Tax License Number
- Business Name, within the City of Lompoc
- Business Address within the City of Lompoc

Lompoc_Exp_6.30.25.pdf

7. Pricing Proposal*

All prices submitted will be considered as including any and all sales or use taxes. In case of a discrepancy between a unit bid price and total bid, the unit price shall prevail.

Pricing_Proposal_Lompoc,_City_of___Building_Plan_Check_Review_Services.pdf

8. Bonds*

Please download the below documents, complete, and upload.

- [BID BOND.docx](#)

- [PERFORMANCE BOND.docx](#)

Bonds_Lompoc,_City_of__Building_Plan_Check_Review_Services.pdf

2. BIDDER'S PROPOSAL

ORGANIZATIONAL CHART

BV has assembled a team of experts who are equipped to facilitate the provision of exemplary deliverables associated with **Building Plan Review Services** to the City of Lompoc. Each individual brings a wealth of knowledge unmatched by any other company and has been specifically chosen for their experienced in performing the required scope of work detailed in the request as well as their extensive list of certifications and licenses. Resumes have been provided on the following pages. Personnel names and positions which have been highlighted in **blue** are the firm's proposed key personnel for the City of Lompoc.



Management Team

Craig Baptista, M.B.A.
Vice President – West, Plan Check & Inspection

Joe Chao, P.E.
Project Manager

Jessica Hanneman
Operations Manager

Project Team

Plan Review Engineers

Joe Chao, P.E.
Anne Schneider, P.E.
Abteen Shirehjini, P.E.
Matthew Godinez, P.E.
Matthew Torosian, P.E.
Hassan (Henry) Hadidi, Ph.D., S.E.
Tom Harris, S.E.

Civil Engineers

Orland Obtera, E.I.T., L.S.I.T.
Benjamin De La Cruz, P.E.
Carol Dugas, P.E.
Michael Foreman, PLS
Craig Hamner, P.E.
Benjamin Kang, EIT
Matthew Addington, P.E., PLS, QSD
Craig Hamner, P.E.
Jee Choy

Plans Examiners

Glenn Kechejian, E.I.T.
Ernesto Pedroza, E.I.T.
Lana Kazma, E.I.T.
Golnaz Bastani
Mildred Renteria
Joe Medina
Martin Pasamba, BSCE

Architects

Brian Lee, A.I.A., C.B.O., CASp
Frank Glazewski

CASp

Sal Gonzalez, CASp, C.B.O.
Brian Lee, A.I.A., CASp, C.B.O.
Russ Sneed, CASp, C.B.O.
Kevin Rubyal, CASp, C.B.O.
Jason Pasuit, CASp, C.B.O.

Inspection Team

Brian Meadows
Casey Mansfield
Mark Boling

Permit Technicians

Diane Christiansen
Anne Marie Forney

Craig Baptista, M.B.A.**Vice President - West, Plan Check & Inspection / Contract Liaison****EDUCATION**

M.B.A.
B.S., Business Management

**REGISTRATIONS/
CERTIFICATIONS**

Six Sigma Green Belt Certified
OSHA 30
United States Navy: Honorable
Discharge

TOTAL YEARS OF EXPERIENCE

20+

Prior to joining Bureau Veritas, Craig served as Director of Operations and is a business professional experienced in leading multiple branch offices in various states. Craig has over 20 years of experience in the construction industry. He is results-oriented and has exceptional experience building and managing successful programs and relationships. He is a skilled communicator capable of articulating complex ideas in a concise and persuasive manner. Craig has proven experience as a facilitator of solutions for client problems and is a strategic thinker with the ability to translate vision into tactics. He is self-motivated, passionate and resourceful. Craig has expertise identifying client needs and is able to execute problems quickly by utilizing his professional business management skills. He is equally effective working independently or collaborating with others.

SELECT PROJECT EXPERIENCE:

Craig has managed various projects as Director of Operations and successfully reduced operating expenses by 18% through implementation of a preventative maintenance program and establishment of a baseline repair cost matrix. He provided leadership, mentoring, direction and training for a 35 member Operations team that included Branch Managers, Project Managers, and other staff. He developed annual business plans, market strategies, operations and sales goals which resulted in year over year growth. Craig has worked on various significant projects, including, but not limited to:

- Apple Campus II in Cupertino, CA
- Ca. Trans - Bay Bridge Project in Oakland, CA
- Tesla Gigafactory in Sparks, NV
- Souza Construction - Lemoore Naval Air Station Project in Fresno, CA
- Advance Range Solution - Fort Hunter Liggett in Jolon, CA
- Hensel Phelps - Mule Creek Prison in Ione, CA

Vice President - West, Plan Check & Inspection
Bureau Veritas North America, Inc.
2015 - Present

Serves as Vice President for the West Coast code compliance division. Manages over 50 employees throughout California, Arizona, Nevada, Washington, and Utah. Oversees plan review and inspection activities to ensure BVNA has ample resources to meet turnaround times and provide quick response to inspection requests. Works directly with plan review team to gain efficiencies in turnaround times. Effectively reduced the number of reviews by promoting direct contact with designers and municipalities to remedy code deficiencies during the first and second reviews, allowing our team to approve projects during the second submittal phase.

Joe Chao, P.E.**Engineer in Responsible Charge/Primary Designated Contact****EDUCATION**

M.S., Structural Engineering

B.S., Civil Engineering

**REGISTRATIONS/
CERTIFICATIONS**

Registered Professional Engineer:

CA, #85679

DC, #PE922133

MD: 0056984

ICC Certified:

Building Plans Examiner

TOTAL YEARS OF EXPERIENCE

+13

Joe has more than 13 years of experience in engineering. He reviews plans for various counties and cities, consisting of small additions/remodels, to moderate and complex residential and commercial projects, including site, architectural, structural plans, calculations, Fire and Life Safety and Photovoltaic installations; checking for completeness, accuracy, and Code compliance with State and Local building codes.

SELECT PROJECT EXPERIENCE:**Regional Manager, Westlake Village Office****Bureau Veritas****2019 - Present**

Manages day to day operations of the Bureau Veritas Westlake office. On a daily basis works closely with clients to meet their needs and provide quality services efficiently. Responsibilities include building official duties, special project management, managing contracts of permits, plan check, and inspection services for 10 jurisdictions.

Senior Plan Check Engineer**California Code Check, a Bureau Veritas Company****2011 - Present**

Manages plan check operations and training support at Westlake Village office. Review residential and commercial plans and calculations for compliance with the California Building Codes, including mechanical, plumbing, electrical, energy, and green building codes. Assist plan check engineers and perform quality assurance reviews of plan checks. Review jurisdiction ordinances and create standard comment lists for the specific requirements/needs of each jurisdiction. Train and develop/mentor interns for Westlake Village and Atascadero office.

Plan Review**County of Monterey New Juvenile Hall Facility, \$57 Million in Total****2017 - Present**

Plan review for construction of a new juvenile hall to replace the existing facility.

Plan Review**County of San Luis Obispo Juvenile Hall Expansion, \$21.3 Million in Total****2014 - 2017**

Plan review for expansion of the existing SLO juvenile hall facility.

Plan Review**Del Amo Mall, \$250 Million in Total****2013 - 2015**

Plan review for a large shopping center renovation, including relocation of Nordstrom, consolidation of Macy's stores, and new 2-story fashion wing.

RESUMÉ

Jessica Hanneman Operations Manager

Jessica has 11 years of experience within the service industry. Previously Jessica worked closely with students and staff at a school to ensure the success of students. She then began working at Bureau Veritas as a Permit Technician, throughout her career at BV, Jessica has been able to continuously excel in each of her positions and has continued to show a strong work ethic.

EDUCATION

B.S., Psychology,

LICENSES/CERTIFICATIONS

CC Certified:
Permit Technician

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE AT BV

6+

TOTAL YEARS OF EXPERIENCE

11+

SELECT PROJECT EXPERIENCE:

Operations Manager Bureau Veritas North America, Inc. 2022 - Present

Supervise an assigned team of inspectors, plans examiners, and office personnel. Leadership responsibilities will include recruiting and deployment, training, and coaching to meet performance standards. Take leadership role in improving the knowledge and understanding of office personnel in best business and operational practices, leading to enhanced financial performance. Monitor KPI's and recommend improvement initiatives to management. Monitor A/R's for assigned clients and take actions to reduce late pays and increase cash flow. Implement and administer BV corporate financial policies, procedures and initiatives. Lead market Business Development efforts by participating in local industry associations, meeting with existing and prospective clients. Assist Management team to analyze assignments/situations, develop plans/strategies to implement defined work plans and adherence to contracts terms and conditions.

Permit Review Coordinator Bureau Veritas North America, Inc. 2020 - 2022

Answered phone(s) and written correspondence with applicants and homeowners. Intake of permits. Reviewed plans to ensure that they met the minimum requirements for the review team to review. Determined which departments to be part of the review. Issued permits. Tested new permitting system. Trained new staff members. Created daily schedule of projects for each employee to complete. Created specialty reports and research as requested by management.

Permit Technician Bureau Veritas North America, Inc. 2017 - 2020

This position began as an administrative position responsible for answering phones, intake and out-take of plans from multiple jurisdictions, filing, ordering supplies, and assisting applicants with professional needs when they came into the office.

Paraprofessional Atascadero Unified School District 2012 - 2017

Worked directly with students with special behavioral and academic needs in this position. Was required to follow behavioral plans and keep detailed reports on how both students were progressing with both behavioral plans and Independent Educational Plans (IEPs). Worked with difficult, yet confidential situations and communicated information honestly and compassionately.

EDUCATION

B.S. Civil Engineering

LICENSES/CERTIFICATIONS

Licensed Professional Engineer:

CA, #91519

ICC Certified:

Building Plans Examiner

Commercial Building Inspector

PROFESSIONAL AFFILIATIONS

Board Member of CalGeo
Professional Society

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

12+

Matthew Godinez, P.E.**Plan Review Engineer**

Matthew has more than 12 years of experience, two as a building plans examiner. He previously worked with engineering firms as a Surveying and Engineer Assistant.

SELECT PROJECT EXPERIENCE:**Structural Plan Review Engineer****Bureau Veritas North America, Inc.****2016 - Present**

Responsible for plan review and commentary on a variety of plans including residential, commercial, additions, alterations, tenant improvements, and new construction. Performs building inspection to ensure compliance with state and local building codes, zoning regulations, mechanical, electrical and plumbing codes.

Mixed Use High Rise - Washington D.C.

- 14 story, 470,000 square feet
- 3 stories of parking, 2 stories of business and mercantile, 9 stories of multi-family residential, rooftop pool/cabanas/recreation (S, M, B, R, A)
Post tensioned slab, concrete core, steel frame, w/ cold formed steel

Distribution Center - Oxnard

- 4 story, 3 million square feet
- F-1 and S-1 storage and processing
- Tilt-up concrete walls and panelized diaphragm with special concrete shear walls and steel moment frame interior stories

Tilt-up Warehouse - Oxnard

- 1 story (w/ 2 story offices), 1.2 million square feet
- F-1, S-1, B warehouse and offices
- Concrete shear walls and panelized diaphragm with special truss frame

Multi-family Residential - Los Angeles Co

- 4 story
- 48 unit multi-family residential over parking
- 3 stories of wood construction over concrete podium

Cultivo Mixed Use - Desert Hot Springs

- 2 story
- Marijuana cultivation, training facility, and restaurant
- Steel frame building

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

Professional Board of Engineers
International Code Council
(ICC)

TOTAL YEARS OF EXPERIENCE

33+

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 Review Engineer Bureau Veritas North America, Inc. 2017 - Present

Provides plan review services for projects such as residential, commercial, industrial, infrastructure, development, grading, etc. Specific projects include:

Plan Review

JW Marriott Hotel | 2015

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)
- Senior Structural Engineer - Private Sector (Irvine, California) (2004 - 2011)
- Consultant - Private Sector (San Clemente, California) (2002 - 2003)
- Senior Engineer - Private Sector (Irvine, California) (2001 - 2002)
- Consultant - Private Sector (San Clemente, California) (1999 - 2001)
- Senior Structural Engineer - Private Sector (Los Angeles, California) (1998 - 1999)

Tom Harris, S.E.

Structural Engineer

Tom is a Structural Engineer with licenses in California, Nevada, Arizona, Oregon and Hawaii. He has extensive knowledge in all building types, including commercial, residential, industrial, and government facilities. Tom has served on the SEAOSC Board of Directors and as the Education Chair for the Ventura Chapter of ICC. The Structural Engineers of Southern California (SEAOSC) named Tom as the Engineer of the Year for 2015.

EDUCATION

B.S. Architectural Engineer
Post Graduate Work

LICENSES/CERTIFICATIONS

Registered Structural Engineer:

CA, #S3803

HI, #8502S

AZ, #32440

OR, #74980

NV, #13344

Registered Professional Engineer:

CA, #C40748

iCC Certified:

Plans Examiner #14016

California Teaching Credential:

#3010HAR001

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
Structural Engineers Association
of Northern California (SEAOC):

American Society of Civil
Engineers (ASCE)

Past Board of Directors,
Computer Applications Ad Hoc
Committee, Concrete Code
Development Sub-Committee,
SEAOC Convention Chair

American Institute of Steel
Construction (AISC)

Consulting Structural Engineers
Society (CSES)

American Institute of Architects
(A.A. A.) - Allied Member

TOTAL YEARS OF EXPERIENCE

45+

SELECT PROJECT EXPERIENCE:

Structural Engineer

Bureau Veritas North America, Inc.

1984 - Present

Structural engineer responsible for the review of residential and commercial plans and calculations for compliance with the Uniform Building, Plumbing, Mechanical Codes, the National Electric Code, and Title 24. Select large complex projects with construction values of over \$250,000,000 include:

Plan Review

County of Monterey

2017 - Present

Plan review for construction of a new juvenile hall to replace the existing facility.

Plan Review

County of San Luis Obispo Juvenile Hall Expansion

2014 - 2017

Plan review for expansion of the existing SLO juvenile hall facility.

Plan Review

Del Amo Mall

2013 - 2015

Plan review for a large shopping center renovation, including relocation of Nordstrom, consolidation of Macy's stores, and new 2-story fashion wing.

Plan Review

Americana at Brand

2006 - 2008

Plan review for a new large shopping, dining, entertainment and residential complex in Glendale, California, including 82 retail shops, multiple restaurants, 100 condominiums and 242 luxury apartments.

Orland Obtera, EIT, LSIT

Civil Plan Engineer / Project Manager

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

CA Engineer-in-Training, #113805

CA Land Surveyor-in-Training,
#6100

OSHA 30 Hour Certificate

PROFESSIONAL AFFILIATIONS

Occupational Safety and Health
Administration(OSHA)

CA Board of Professional
Engineers

TOTAL YEARS OF EXPERIENCE

30+

Orland is an accomplished project manager with more than 30 years of success across the management of civil engineering, architectural, logistics, transportation, educational and aviation industries, within various public agencies. He has extensive experience in leading projects as part of the program management team. He is thoughtful and creative in his approach to solving clients' challenges and works to break free from stagnation and reignite growth, leading to successful implementation. He believes in finding solutions to project challenges, providing added value to the project team. His approach is to work as an extension of the clients' staff. He wants people and projects to succeed, understanding their success is his success. He is currently serving as civil project manager with the design build team for the Los Angeles Metro Center Street Project.

SELECT PROJECT EXPERIENCE:

Civil Project Manager Bureau Veritas North America, Inc. 2020 - Present

Performs complex professional civil engineering work during the design, construction, inspection, and coordination of a variety of public works projects. Processes, reviews, and assists in the approval of plans associated with residential, commercial, industrial development, subdivision, and other projects for conformance. Provides assistance to jurisdictional staff and general public on requirements for applying for permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

Select clients and projects to which services have been delivered include:

Fort Mojave Indian Tribe, AZ Civil Engineering Services

BV has served as the Tribe's Civil Engineer, providing a variety of civil planning and design services. Our firm received the Excellence in Rural Development Program Award, Community Development - Infrastructure from the Arizona Department of Commerce for developing a Sewer Master Plan. Other services have included preparing a Water Master Plan, a major floodplain analysis, and construction documents for various infrastructure improvements.

Orange County Public Works

- Projects such as Rancho Mission Viejo (The Ranch) Land Development Plan Reviews
- John Wayne Airport Terminals A and B seismic & structural plan reviews

Port of San Diego

- Engineering plan reviews for \$3.6 billion plan to remake Seaport Village

Civil Project Manager Los Angeles County Metropolitan Transportation Authority (Metro) Center Street Project Design Build

Provided civil engineering for the single-story, 26,000 sq. ft, \$100M essential facility with three floors of enclosed space built over at least 91 at-grade parking spaces that will house Metro's new Emergency Operations Center (EOC) and Security Operations Center (SOC) while accommodating a 50-year expansion within the allocated project budget. Civil engineering services include storm drain design, sewer design, water system design and street improvements.

Benjamin De La Cruz, P.E., QSD **Civil Engineer / Plan Review Engineer**

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

Registered Professional Civil Engineer:
CA, #58892

PROFESSIONAL AFFILIATIONS

Professional Board of Engineers

TOTAL YEARS OF EXPERIENCE

28+

Benjamin has over 28 years of experience in civil engineering design and project management. High project management experience includes overseeing building construction, quality control, inspection, and overall project cost estimates. Civil engineering design experience includes grading plans for sewers, water and storm drains, erosion control plans, site dimension control (horizontal and vertical control measurements) and standard urban stormwater mitigation plan and low impact development.

SELECT PROJECT EXPERIENCE

Civil Project Manager

Bureau Veritas North America, Inc.

2019 - Present

Performs complex professional civil engineering work during the design, construction, inspection, and coordination of a variety of public works projects. Processes, reviews, and assists in the approval of plans associated with residential, commercial, industrial development, subdivision, and other projects for conformance. Provides assistance to jurisdictional staff and general public on requirements for applying for permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

Select clients and projects to which services have been delivered include:

Civil Engineer

Los Angeles County Metropolitan Transportation Authority (Metro) Center Street Project Design Build

Civil engineering for the single-story, 26,000 sq. ft, \$100M essential facility with three floors of enclosed space built over at least 91 at-grade parking spaces that will house Metro's new Emergency Operations Center (EOC) and Security Operations Center (SOC) while accommodating a 50-year expansion within the allocated project budget. Civil engineering services include storm drain design, sewer design, water system design and street improvements.

Waterlines from Grand Ave to Lincoln Ave Public Works - Corona, CA	100 plus Homes Tract 36533 Corona, CA
Limonite Pearl Community Jurupa, CA	Water System Improvements Public Works - Corona, CA
Arantine Hills Sewer Force Main Public Works - Corona, CA	Saint Joseph Dormitory Camarillo Los Angeles, CA

Carol Dugas, P.E.**Project Manager/Civil Plan Review Engineer**

Caro. has over 31 years of project management in Planning and Economic Development and Public Works Departments as well as in Private consulting; including planning, plan review services, designing and project permitting; directing the construction plan development and approval process for multiple residential, industrial and commercial projects, including roads, grading, hydrology and or utility extensions or services.

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

Professional Civil Engineer in

Arizona – #27544

Professional Civil Engineer in

California –#C 48924

Professional Civil Engineer in

Idaho # P-21919

QSP/QSD certification in CA.–

CASQUA - #00284

PROFESSIONAL AFFILIATIONS

American Society Of Civil
Engineers

TOTAL YEARS OF EXPERIENCE

31+

SELECT PROJECT EXPERIENCE:**Plan Review Engineer****Bureau Veritas North America, Inc.**

2023 - Present

Provides plan review services for projects such as residential, commercial, industrial, infrastructure, development, grading, etc.

Supervising Civil Engineer**City of Santa Rosa**

2020 - 2023

Supervision of 2 staff engineers in the Engineering Services Department for Project Land development in the entitlement section. Provided support in the selection during the Hiring process, wrote Yearly Performance reviews. lead in distribution of daily work load to staff, reviewed staff developed engineering documents and other management activities of staff. Involved and supervised the updating of City Development and construction standards.

Associate Civil Engineer**City of Santa Rosa | 2015 - 2020**

Reviewed new development plans and writing Issues letters and/or Conditions of Approval for Engineering Development Services (EDS). Conditions include utilities, entitlements for easements and Right of Way; Coordination for Transit, Recreation and Parks, and Traffic/Transportation conditions; attended DART and ART meetings with the applicants and other city departments to review pending development proposals; coordination with Fire Department; Building Department; Transportation and Utilities.

Associate Civil Engineer**City of Alameda, CA | 2013 - 2015**

Served in Capital Project Management including RFP's, RFI's, field inspections, approving consultants request for Payments, managing consultants in design and specifications, plan review, specifications review, worked with City inspectors, contractors and property owners. Lead engineer for sewer relocation project for 30 homes.

Senior Civil Engineer**Waterfront Engineering Consulting Civil Engineers | 2002 - 2012**

Designed and prepared engineering designs, plans, drawings, specifications, and cost estimates. Check design calculations of designers and other engineers within the team. Lead design reviews, risk assessments from technical standpoint. Prepared preliminary design studies. Preparation of technical plans and specifications in liaison with client and project team.

Matthew Addington, P.E., PLS, QSD

Civil Engineer / Land Surveyor

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

Registered Professional Engineer:

CA, #C43770

California Professional Land
Surveyor

California WQCB QSD/QSP

California WQCB QSD/QSP

ICC Certified:

Building Official

PROFESSIONAL AFFILIATIONS

Past President and State Director
of the CELSOC Riverside-San
Bernardino Chapter

Past President of the Riverside/
San Bernardino Branch of
American Society of Civil
Engineers

Past Vice-Chairman and
Planning Commissioner of the
City of Grand Terrace Planning
Commission

TOTAL YEARS OF EXPERIENCE

21+

Matthew has more than 21 years of experience as a civil engineer. With more than a decade of experience with the City of Rancho Cucamonga, Matthew has also gained project management experience with several private sector firms throughout his career. He is a certified Civil Engineer and Land Surveyor with strong knowledge and experience working in California.

He is active in his professional continuing education and has taken courses including, but not limited to, Project Managers Boot Camp (PSMJ), Marketing Boot Camp (PSMJ), Future Leaders Seminar by CELSOC, Certificate in Project Management (University of California, Riverside Extension), and Building Plans Examiner (ICC). His civic activities include:

- Commissioner, Community Services Commission, City of Calimesa
- Secretary
- Past Vice-Chair, Planning Commission, City of Grand Terrace
- Past President, American Society of Civil Engineers, Riverside-San Bernardino Branch
- Past Banker/Treasurer, Plunge Creek Cowboys
- Past Board Member, Saint Francis de Sales School, Riverside
- Past Vice President, Grand Terrace Lions Club
- Past President, Grand Terrace Area Chamber of Commerce
- Past President, Grand Terrace Toastmasters
- Past Director, The Leadership Connections, Upland
- Past State Director, Consulting Engineers and Land Surveyors of California

SELECT PROJECT EXPERIENCE

Civil Plan Review Engineer Bureau Veritas North America, Inc. 2017 - present

Performs all civil, grading, WQMP, NPDES, stormwater management plan reviews, mapping reviews, street improvement plan checks for code compliance.

Associate Engineer, Grading Acting City Land Surveyor City of Rancho Cucamonga 2007 - 2017

Worked with the Building and Safety & Engineering Services Departments by providing civil engineering and land surveyor services.

Project Manager Private Sector 2005 - 2007

Located in Rancho Cucamonga, led project teams and managed service workload associated with engineering and land surveying.

Michael Foreman, P.L.S.

Plan Review and Senior Surveyor

REGISTRATIONS/ CERTIFICATIONS

Registered Professional Land
Surveyor:

Arizona P.L.S. 32225

California P.L.S. 5778

Nevada P.L.S. 11430

Registered Nevada State Water
Right Surveyor No. 1041

PROFESSIONAL AFFILIATIONS

California Land Surveyor's
Association

Board of Registration for
Professional Engineers and Land
Surveyors - Expert Examiner for
the

Annual Land Surveyors
Professional Licensing
Examination

TOTAL YEARS OF EXPERIENCE

37+

Michael is responsible for all field surveys, mapping, map checking, and right-of-way engineering projects. He has been involved with a variety of survey projects including control surveys using GPS and conventional methods, boundary resurrection and establishment, construction, topographic, geological monitoring, and A.L.T.A. surveys. He has served as Acting City Surveyor for several Cities, including Baldwin Park, Poway, Rancho Santa Margarita, Yorba Linda, Lake Elsinore and Murrieta.

SELECT PROJECT EXPERIENCE

Plan Review and Senior Surveyor Bureau Veritas North America, Inc. 1990 - Present

Provides plan review and surveying services for jurisdictions throughout California. Assignments include:

Cities of Murrieta and Lake Elsinore, CA

Provided map planning and Acting City Surveyor. Responsibilities included reviewing parcel maps, tract maps, lot line adjustments, parcel mergers, vacations, certificates of compliance, certificates of correction, easement dedications for compliance with conditions of approval, tentative map and Subdivision Map Act. Reviews included the review of title reports, boundary conditions and closure calculations. For the City of Murrieta, prepared documents. As Acting City Surveyor, signed maps prior to being presented to City Council.

Runway Rehabilitation, Department of the Navy, CA

As a part of the design team for an on-going contract with the Department of the Navy, our survey crews established horizontal and vertical control networks for aerial photogrammetric mapping, supplemental design surveying, and boundary line determination at several Naval Air Stations throughout the States of California and Nevada. The projects not only required aerial mapping for basesheet purposes, but also detail cross section surveys along the entire length of the runways/taxiways for final engineering design. The surveys were conducted and were closely coordinated with Air Station Operations, observing the necessary safety precautions and communication requirements with the control tower.

The following are a listing of those Air Stations which required our services:

- Miramar Naval Air Station, San Diego, CA
- North Island Naval Air Station, San Diego, CA
- Point Mugu Naval Air Station, Ventura, CA
- Marine Corps Air Station, Camp Pendleton, CA
- El Centro Naval Air Station, El Centro, CA

Craig Hamner, P.E.

Civil Plan Review Engineer

EDUCATION

B.S., Civil Engineering

REGISTRATIONS/ CERTIFICATIONS

Registered Professional Engineer:
CA, #28745

PROFESSIONAL AFFILIATIONS

Professional Board of Engineers
American Public Works Association
(APWA)
The United States Army Engineer
Regiment

TOTAL YEARS OF EXPERIENCE

32+

Craig has over 32 years of experience as a civil engineer working for jurisdictions as well as private consultants. He has extensive knowledge and experience providing civil engineering services for projects of all sizes and complexities. His confidence and knowledge enables him to work well with customers and clients to ensure safety and compliance with all applicable codes.

SELECT PROJECT EXPERIENCE

Plan Review Engineer Bureau Veritas North America, Inc. 2013 - Present

Performs in house public works plan review services for the City of Roseville and other Municipalities throughout California.

Vice President Roseville Design Group 2010 - 2013

Performed duties as a licensed civil engineer for the company to include but not limited to design of small bridge structures, roofing structures, hydrology, hydraulics, site design and plan reviews for the City of Roseville. Prepared and filed parcel/subdivision maps and Records of Survey along with Lot Mergers.

Senior Civil Engineer Private Sector 2004 - 2008

Performed engineering design focused on water supply and storm water hydrology and public infrastructure. Provided staff augmentation services for local jurisdictions.

Associate Civil Engineer/City Surveyor City of Folsom 1990 - 2004

Involved in the discretionary portion for numerous development projects. During the design phase, reviewed and approved plans for residential and commercial projects. Reviewed and approved final maps, parcel maps and other survey documents. Prepared subdivision agreements and staff reports to the City Council. Had extensive experience in the permitting process associated with federal state and municipal projects. Acted as project manager on numerous capital improvement projects.

Associate Civil Engineer City of Sacramento 1980 - 1990

Obtained extensive design experience in water treatment and transportation with the City of Sacramento. Designed the majority of Sacramento's water distribution and transmission system associated with new development and capital improvement, as well as water system rehabilitation. Instrumental in the development of the City's first water system model. In addition to water systems, designed public roadways and infrastructure.

RESUMÉ

Benjamin Kang, E.I.T. **Civil Engineer Designer/ Plans Reviewer**

Benjamin is an experienced Civil Engineering Designer. He received his Bachelor of Science in Civil Engineering from California State Polytechnic University, Pomona, in 2014. He is skilled in AutoCAD, StormCAD, CivilD, and Civil3D.

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

CA Engineer-in-Training 175779

PROFESSIONAL AFFILIATIONS

Professional Board of Engineers

TOTAL YEARS OF EXPERIENCE

9+

SELECT PROJECT EXPERIENCE

Civil Engineer Designer/ Plans Reviewer **Bureau Veritas North America, Inc.**

2019 - Present

Performs complex professional civil engineering work during the design, construction, inspection, and coordination of a variety of public works projects. Processes, reviews, and assists in the approval of plans associated with residential, commercial, industrial development, subdivision, and other projects for conformance. Provides assistance to jurisdictional staff and general public on requirements for applying for permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

Select clients and projects to which services have been delivered include:

Civil Designer

LAUSD ADA Barrier Removal Program Various Locations **Los Angeles, CA**

This project involved the removal of various barriers to travel for accessibility code compliance. This includes the design of pedestrian and curb ramps, parking areas, and paths-of-travel to meet ADA compliance for numerous LAUSD schools. As a senior civil engineer, Mr. Kang was the Civil Designer for; Patrick Henry, O'Melveny, 6th Avenue, Westchester, and Taper..

Civil Designer

LAUSD International Studies Learning Center **South Gate, CA**

This project involved the design of a new traffic signal at Atlantic Boulevard and Chakemco Street for the LAUSD's International Studies Learning Center. Mr. Kang assisted with coordination with SCE and City of South Gate for the new electric meter and service. He worked with LAUSD and City of South Gate to present all design options.

Civil Designer

Redondo Beach Deferred Maintenance Yard Restrooms & Redondo Beach Avenue C Restrooms | Redondo Beach, CA |

Mr. Kang worked on design services for proposed deferred maintenance yard restroom in Redondo Beach, which involve performing interior and exterior work to the path of travel, maintenance facility paving and restrooms. Work included additions and replacements to the areas such as Men's and Women's restrooms, Office, Office Restroom, Garage and Yard.

Golnaz Bastani**Building Plans Examiner**

Golnaz has over 5 years as a building plans reviewer with experience reviewing architectural drawings and engineering specifications for completeness, accuracy, and compliance with building, structural, mechanical, electrical, plumbing, energy conservation, and disabled access codes and local building regulations. She has performed complex engineering calculations and analyses to check engineering calculations provided by applicants and made recommendations to applicants in order to bring drawings and specifications into compliance with state and local building codes and ordinances. Golnaz is a highly motivated, result-oriented plan examiner specializing in residential projects.

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

ICC Certified Building Plans
Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

5+

SELECT PROJECT EXPERIENCE:**Building Plans Examiner****Bureau Veritas - Westlake Village Location****2019 - Present**

Reviews architectural drawings and engineering specifications for completeness, accuracy, and compliance with building, structural, mechanical, electrical, plumbing, energy conservation, and disabled access codes and local building regulations. Performs complex engineering calculations and analyses to check engineering calculations provided by applicants. Suggests plan changes to applicants in order to bring drawings and specifications into compliance with state and local building codes and ordinances.

Financial Analyst and Executive Assistant**Enrich Financial****2017 - 2019**

Managed clients' cases from start to finish by preparing contracts, setting up their internal portal accounts, collecting their personal and business credit reports, payment follow up management, and ultimately timely and satisfactory completion of the agreed upon resolutions.

Glenn Kechejian, , MSCE, E.I.T. Building Plans Examiner

Glenn is has his Master's degree in structural engineering, and is currently an EIT, while using his knowledge to uphold the welfare and safety of the public. He is expected to receive his professional engineering license by 2019. Glenn provides excellent customer service and detail-oriented reviews. Glenn is also able to speak Spanish, Armenian, and Turkish.

EDUCATION

M.S. Structural Engineer
B.S. Civil Engineer

LICENSES/CERTIFICATIONS

E.I.T.
ICC Certified:
Building Plans Examiner
#8408001
Professional Engineering License

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

11+

SELECT PROJECT EXPERIENCE:

Building Plans Examiner Bureau Veritas North America, Inc.

2015 - Present

Performs plan checking for architectural and structural plans, communicating effectively with contractors, architects and engineering to assist in resolving deficiencies in plans. Currently on-site at the City of Malibu.

Projects include work for District of Columbia.

Tom's Number 5

2011 - 2015

Responsibilities included cash register operation, providing customer service, food preparation and packaging and restaurant maintenance.

D & H Engineering

2010

Measured parts used in aerospace and aircraft technology. Worked with machinery to fabricate parts that are very precise. Used programs relevant for creating and measuring parts.

EDUCATION

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

LICENSES/CERTIFICATIONS

Engineer-in-Training (E.I.T.)
CC Certified:
Building Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

5+

Lana Kazma, E.I.T.**Building Plans Examiner**

Lana is a highly motivated, result-oriented plan examiner specializing in both commercial and residential projects. Her experience includes checking for compliance with federal, state, and local codes, reviewing construction plans, and outlining deficiencies. Highly skilled and knowledgeable, Lana is valued member to any professional team.

SELECT PROJECT EXPERIENCE:**Building Plans Examiner****Bureau Veritas North America, Inc.****2019 - Present**

Perform plan reviews for residences and commercial buildings. Highly knowledgeable on building codes and regulations. Works effectively with applicants to explain code requirements. Creates corrections, outlining areas of improvement for plans and referencing the applicable building code sections and locally adopted regulations.

Projects include:

- Residential: 1 story, 2 story (timber, concrete)
- Master plans
- Revisions, remodel
- Up to 3-story
- Triplex
- Motel revision, Palm Springs
- Temporary structures
- Commercial TI's including restaurant , stores, warehouses, apartment complex (FLS)
- Pools
- 2-3 buildings for water park in Palm Springs

Brian H. Lee, AIA, C.B.O., CASp

Building Official / Plans Examiner

EDUCATION

Business Administration -
Post Graduate Studies
B.S., Urban & Regional Planning
A.A., Liberal Arts

REGISTRATIONS/ CERTIFICATIONS

Architects Board Registered
Architect: CA, # 32739
DSA Certified Access
Specialist #182

CA Association of Building Energy
Consultants # NR05-06-5667:
Certified Energy Plans
Examiner for Non-residential
Energy Standards
Certified Energy Plans Examiner
for Residential Energy Standards

CA Governor's Office of
Emergency Services - Safety
Assessment Program # SAP
62646:
Certified Evaluator
Certified Trainer
Certified Instructor
Statewide AIA Call-
out Coordinator

ICC Certified #0343130:
Certified Building Official
Certified Building Plans Examiner
Certified Building Inspector
(California Building Code and
International Building Code)
Certified Access Plans
Examiner and Inspector
Certified Special Inspector,
Structural Masonry

WA CESCL, Certification No.
44872:

Brian is a Registered Architect with more than 37 years of experience in the field. He has been involved with the design and development of civic, governmental and educational facilities, Class A medical and professional office facilities, specialty retail and the custom-luxury housing market throughout California. He has had extensive experience with civic facilities for cities, counties, and the state. Brian has most recently acted as the disabled access specialist for three new/remodeled prison facilities for the State of California Department of Corrections and Rehabilitation and in 2014 was the only individual in the state to certify a State prison. Brian has been responsible for all aspects of the development process from concept to completion. His activities have included project proforma development, project budgeting, contract administration from design and environmental engineering professionals to major general construction firms to sub-contractors, plan preparation, entitlement and permit processing, bidding and negotiation, construction quality control, project commissioning and lease management on the private sector side and planning, building plan review and inspection on public sector side.

SELECT PROJECT EXPERIENCE:

Principal / Architect

Brian H. Lee, Architect 1986 - Present

Provided third-party code compliance reviews as well as providing accessibility training and preparation of evaluations and transition plans for ADA title II agencies including Caltrans, California Department of Corrections (3 major prison sites) and a variety of other City and County agencies as well as private, title III organizations. Acted as sole proprietor with complete business management and supervisory responsibilities. Projects include:

- Land Planning Design 50-acre Resort Area Conference Center
- Exclusive Specialty Retail Space Planning - Lake Arrowhead Village
- Professional and Medical Office Space Planning (250,000 sq. ft.)
- Custom Luxury Housing Design (50 Homes - 3,000 to 12,000 sq. ft.)

Program & Operations Manager - Plan Review

City of Richmond, VA 2020 - 2021

Planned, organized, and directed activities for plan review division. Supervised 14 plan review staff. Negotiated and managed contracts for supplemental plan check services. Prepared and monitored budget for Division and coordinated annual budget. Served on City's Chief Administrative Officer's Middle Management Continuous Improvement Team.

Building Official/Plans Examiner

City of Orange, CA 2019 - 2020

Provided contract services to the City of West Hollywood for Senior Plan Examiner services.

Brian H. Lee, AIA, C.B.O., CASp

Building Official / Plans Examiner

Certified Erosion &
Sediment Control Lead

General Contractor - Class B

Electrical Contractor -
Class C10 (In-active)

PROFESSIONAL AFFILIATIONS

American Institute of
Architects (AIA)

American Planning
Association (APA)

California Association of
Building Officials (CALBO)

Division of State Architect (DSA)

Governor's Office of
Emergency Services-Safety
Assessment Program

International Code Council (ICC)

Virginia Department of Housing
and Community Development

Washington Certified Erosion and
Sediment Control Lead (CESCL)

TOTAL YEARS OF EXPERIENCE

39+

Building Official/Plans Examiner

Bureau Veritas

2017 - 2019

Provided contract services to AHJ's for Building Official and Plan Examiner services. Services have included managing BV's Las Vegas, NV Office. Providing services as the Chief Building Official / Chief Fire Official for the County of Lake, CA. Provided plans examining services for the City and County of Honolulu, HI and provided services to the U.S. Department of Defense with accessibility plans examining.

Building Official

City of Oak Harbor

2016 - 2017

Planned, organized, and directed activities for Building Division including information dissemination, permit issuance, building inspections and plan review. Negotiated and managed contracts for supplemental plan check services prepared and monitored budget for division and coordinated annual budget. Prepared and adopted codes and fee schedules. Responsible for Code Enforcement, flood plain, and sign code administration major project included \$150M Waste Water Treatment Facility.

Building Services Manager / Building Official Assistant Building Manager / Assistant Building Official

City of Whittier

2005 - 2012

Planned and directed activities for Building & Safety Division of City with 90,000+ Population planned work, supervised, trained and evaluated plan check, inspection, counter and clerical staff. Negotiated and managed contracts for supplemental plan check and inspection services Responsible for Enforcement Actions in conjunction with City Prosecutor. Assisted with critical redevelopment, economic development, planning and public works activities member. Police Facility Project Team; Emergency Operations Team; Project Review Committee Honors and Recognitions Received: Nominated to Governor's Seismic Safety Commission by League of California Cities and CALBO with letters of nomination support from ICC and City of Whittier.

Redevelopment Specialist

City of Chino, California Redevelopment Agency

2000 - 2005

Prepared and Monitored Budget for Division and Coordinated Annual Budget Preparation for Redevelopment / Capital Improvement Project Manager / Management Analyst Responsible for:

- Negotiation of Contracts, DDA's, OPA's, Leases, and other Documents
- Inspection of Projects for Code Compliance and Quality Assurance
- Administration of Consultant / Contractor Contracts and Grant Programs
- Preparation of Departmental Budget / Monitored Revenues and Expenses
- Prepare and Monitor Cash Flow Projections and Project Pro Forma Analysis

Ernesto Pedroza Jr., E.I.T.

Building Plans Examiner

EDUCATION

M.S. Structural Engineer (In Progress)
B.S. Civil Engineer

Ernesto is an ICC certified building plans examiner with 10 years of experience. Ernesto is highly knowledgeable in mathematics, engineering statistics and economics, and computer applications. Capable and knowledgeable, Ernesto is a valuable member to any team. He is a fluent Spanish speaker, who is also capable of reading and writing in the Spanish language.

LICENSES/CERTIFICATIONS

ICC Certified:
Building Plans Examiner

SELECT PROJECT EXPERIENCE:

Building Plans Examiner
Bureau Veritas North America, Inc.
2017 - Present

Performs building plan check for residential and commercial projects of all sizes and complexities.

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

Public Works Assistant
County of Ventura Public Works
2016 - 2017

Worked in the Traffic Division of the Public Works Department for the County of Ventura. Duties included daily traffic signal checks, processing collision reports, performing radar surveys and surveying traffic.

TENURE AT BV

4+

TOTAL YEARS OF EXPERIENCE

10+

Sales Associate
Home Depot
2013 - 2016

Responsible for customer service, merchandise stocking, grounds maintenance, loading assistance and operation of lift equipment.

Contractor Assistant
Pedroza Landscape
2011 - Present

Duties included writing estimates, meeting with customers and labor-related duties as needed.

Masonry Assistant and Landscaper
Brooks Landscape
2011- 2013

Duties included preparation of concrete, demolition, trench digging, installation of storm drains and planting of vegetation.

EDUCATION

M.S., Structural Engineering (in progress)
 B.S., Civil Engineering

LICENSES/CERTIFICATIONS

Registered Professional Engineer
 ICC Certified:
 Building Plans Examiner
 California Commercial Building Inspector
 Residential Building Inspector
 Safety Assessment Program
 CA DSW Volunteer

PROFESSIONAL AFFILIATIONS

Structural Engineering Association of Southern California
 American Society of Civil Engineers
 CC Ventura Region Chapter Innovation and Technology Chairman
 CA Disaster Service Worker

TOTAL YEARS OF EXPERIENCE

14+

Abteen Shirehjini, P.E.**Plan Check Engineer/ Building Inspector**

Abteen has 10 years of experience as a plan check engineer and building inspector. Experience ranges from new residential homes up to four stories tall, new commercial buildings up to seven stories tall, and fire rebuilds throughout California. Abteen is highly proficient with AutoCAD, Revit, Chief Architect, Microsoft programs, Adobe Dreamweaver, HTML/CSS/C# Coding Processes, Computer Security, ETABS, RAM Structural, and Perform 3D.

SELECT PROJECT EXPERIENCE:**Plan Check Engineer and Building Inspector****Bureau Veritas North America, Inc.****2014 - Present**

Manages plan review scheduling and quality assurance supervision for the Westlake Village office, and coordinates with various jurisdictions' staff regarding receipt and return of plans, as well as plan check status. Reviews plans and prepares comprehensive comment lists for residential and commercial projects, including site, structural, architectural, etc. Checks for completeness, accuracy, and code compliance with State and Local building codes (i.e. CBC, CPC, CMC, CEC, CRC, CEnC, CGBC and local ordinances). Also communicates with project owners, designers, architects, and engineers to address plan check comments, expediting the plan check process. Obtains constant training through attendance at seminars and conferences.

As a building inspector, assumes full responsibility of building inspections for various types of construction and occupancies to ensure compliance with State and Local building codes, zoning regulations, mechanical, electrical, and plumbing codes. Enforces Local and State code; issues code violation notices when necessary & prepares monthly inspection reports. Aids contractors and property owners with questions regarding state and local building codes.

Works on special projects with BV's headquarters, including recent developments in innovation for the conglomerate's worldwide business strategy, as well as BIM software development in the United States.

Project Manager**Consttech Construction Corporation****2011 - 2014**

Performed the duties of Project Manager by providing: site supervision, correlation with clients and service companies, time and payment schedules. Coordinated with jurisdictional plan checkers and inspectors regarding plan checks and obtaining permits. Consulted with owners and subcontractors regarding project details, modifications, payment schedules, timelines for completion, and created 2D/3D CAD drawings and dynamic renderings.

Anne Schneider, P.E.

Plan Review Engineer

EDUCATION

B.S. Architectural Engineer

LICENSES/CERTIFICATIONS

ICC Certified:

Building Official, Building Inspector, and Plans Examiner

California Civil Engineer #46183

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TENURE AT BV

7+

TOTAL YEARS OF EXPERIENCE

36+

Anne Schneider is a veteran manager with extensive experience in government service in a variety of roles. Prior experience includes service as a Building Official and City Engineer for multiple cities, construction project management, and financial and audit responsibilities for construction projects. Demonstrated excellence in written and oral communications.

SELECT PROJECT EXPERIENCE:

Building Plans Examiner **Bureau Veritas North America, Inc.** **2018 - Present**

Perform plan reviews for residences and commercial buildings. Highly knowledgeable on building codes and regulations. Works effectively with applicants to explain code requirements. Creates corrections, outlining areas of improvement for plans and referencing the applicable building code sections and locally adopted regulations.

Building Official **City of San Luis Obispo, CA** **2014 - 2018**

- Division Manager with staff of 15-18 under Community Development Department. Oversaw approval and construction of 3 major hotel projects, in development for 10 years, implemented multiple procedures to fast track approvals for high priority projects. Completed implementation of new Tyler Tech permitting software, "EnerGov". Fast tracked several new restaurant developments, plan checked and approved all over the counter permits for minor construction projects.
- Reviewed and provided conditions of approval for Planning entitlement cases, supervised construction mitigation monitoring for Building & Safety portion of projects, coordinated City wide approval of construction projects for permit issuance.

Building Official/ Plan Check Engineer **Wildan - San Bernardino, CA** **2013 - 2014**

- Interim – City of Colton- serving under Community Development Department, overseeing counter staff, plan check, and inspection activities. Coordinate inspections with Code Enforcement for evaluation of substandard housing and structural deficiencies. Coordinate with Public Works on Capital Projects involving building construction.
- Plan Check all types of construction including complex Residential, Commercial, Tenant improvements, and miscellaneous construction.

Building Official **City of Moreno Valley, CA** **2013 - 2014**

- Division Manager with staff of 8 under Community & Economic Development Department, oversaw construction of over 3 million sq. ft. of industrial warehousing, including 1.8 million sq. ft Skechers warehouse, granting phased occupancy starting 9 months after initialization of construction.
- Reviewed and provided conditions of approval for Planning entitlement cases, supervised construction mitigation monitoring for Building & Safety portion projects, coordinated City wide approval of construction projects for permit issuance.

Matthew Torosian, P.E.**Plan Review Engineer****EDUCATION**

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

Matthew has more than 3 years of experience as a building plans examiner providing plan review services on residential and commercial projects of various sizes and complexities and became a registered professional engineer in the state of California in June 2024. He is a team player committed to the success of our clients, working diligently to provide quality plan checking strategies that result in reduced costs for applicants. Matthew possesses excellent communication skills and is fluent in both English and Armenian.

LICENSES/CERTIFICATIONS

Registered Professional
 Engineer:
 CA, #96543

Cal OES Safer, Assessment
 Program, Building
 Inspector #92391

PROFESSIONAL AFFILIATIONS

International Code
 Council ICC,
 Structural Engineering
 Association of Southern
 California SEAOSC
 California Building
 Officials CALBO

TOTAL YEARS OF EXPERIENCE

3+

SELECT PROJECT EXPERIENCE:**Plan Review Engineer****Bureau Veritas North America, Inc.****2024 - Present**

Licensed professional Civil Engineer in the state of California. Plays a crucial role in creating designs and analyzing data which maintains and protects the environment to make it habitable and conducive to economic and social activities. Design capacities include, but are not limited to, storm drain design, sewer design, water system design, street improvements, ADA and accessibility design (sidewalks, intersections, curb, ramps, etc.), and public works capital improvement projects. Prepares designs by collecting and studying reports, maps, drawings, blueprints, photographs, and tests on soil composition, terrain, hydrological characteristics, and related topographical and geologic data. Creates feasibility studies by analyzing designs, conducting environmental impact studies, and assembling data. Proficient in CAD and AutoCAD. Collaborates with architects to ensure construction work is effectively carried out. Interfaces with various stakeholders on a regular basis to resolve issues. Maintains cost and scheduling controls and creates and monitors project timelines. Maintains regular communication with the client to ensure needs are established and met.

Building Plans Examiner**Bureau Veritas North America, Inc.****2021 - 2024**

Reviews residential and commercial projects for multiple jurisdictions, including photovoltaic, multi-dwelling structures and single family dwelling units. Matthew collaborates with design professionals to accurately enforce code compliance on plans to ensure safety, quality, of life, and sustainability, successfully complete 90% of all plan checks before the deadline. He is skilled in Bluebeam and Microsoft Office.

Frank Glazewski

Architect

LICENSES/CERTIFICATIONS

Licensed Professional Architect:

CA #C-27470

UT #9062357-0301

CO #ARC.00403787

ID #AR-986280

WA #20102508

Residential Designer, NV #303-RD

PROFESSIONAL AFFILIATIONS

California Board for Licensed
Professional Engineers, Land
Surveyors and Geologists

TOTAL YEARS OF EXPERIENCE

36+

Frank has been working as an Architect with 35+ years of experience in both residential and commercial projects. Frank has a strong structural background with experience developing engineering solutions for structures utilizing steel, concrete, masonry, timber, and light gauge framing. In addition to building design, his project experience includes retaining walls, metal building foundations, SiP panels, drilled pier and grade beam foundation systems, and equipment support and anchorage.

SELECT PROJECT EXPERIENCE:

Architect

Bureau Veritas North America, Inc.

2019 - Present

Licensed professional Architect in the states of CA, UT, CO, ID and WA. Creates designs for new structures and works on alterations and redevelopments of existing structures. Adept at using specialized construction knowledge and high-level design skills to conceive buildings which are functional, safe, sustainable, and aesthetically appealing. Prepares feasibility reports, determines environmental impacts, and assists in the creation of project proposals. Establishes timelines and oversees the construction process. Stays proactive throughout the building process, adapting plans according to budget constraints, environmental impacts, and client needs. Proficient with CAD, AutoCAD, and Revit software.

Architect

Frank M. Glazewski

1998 - 2019

Worked as a self-employed architect. Responsible for providing architectural and structural services for wide range of residential, agricultural, and commercial projects. Performed structural plan review for various entities. Served as a commissioner for the California Architects Board Supplemental Examination for two years.

Project Manager, Partner

Architectural Engineering Specialists

1994 - 1998

As a project manager and partner with AES, he was responsible for structural engineering for a wide range of low rise residential and commercial projects with an emphasis on structural engineering.

Project Manager

Bruno and Hawkins, Architects

1989 - 1993

As a project manager, Frank provided architectural services and structural engineering for low rise residential and commercial projects.

Salvador Gonzalez, C.B.O., CASp

Business Unit Manager

EDUCATION

Bachelor's Degree, Construction
Engineering Technology
A.A., Building & Safety Code
Administration

LICENSES / CERTIFICATIONS

ICC Certified:
Accessibility Inspector
Plans Examiner
Certified Building Official,
Residential Combination Inspector
California Building Plans Examiner
Building Inspector
Mechanical Inspector
Electrical Inspector
Plumbing Inspector
Combination Inspector
CALGreen:
Inspector
Plans Examiner
CA Certified Access Specialist (CASp),
#796

PROFESSIONAL AFFILIATIONS

California Building Officials (CALBO)
International Code Council (ICC)
CALGreen

TOTAL YEARS OF EXPERIENCE

18+

Salvador Gonzalez has 18+ years of experience within the industry. Salvador has received various certifications throughout his career which have served to demonstrate his knowledge and expertise. He has excelled in various projects within California and has worked in various sectors throughout the industry. Salvador Gonzalez is a well-rounded individual and a team player.

SELECT PROJECT EXPERIENCE:

Business Unit Manager Bureau Veritas North America, Inc. 2021 – Present

Directs the operations for the Northern California region, managing the day-to-day operations of the office. On a daily basis works closely with clients to meet their needs and provide quality services efficiently. Responsibilities include building official duties, special project management, managing contracts of permits, plan check, and inspection services for the jurisdictions throughout Northern California.

Senior Building Plans Examiner City of West Sacramento, CA 2015 - 2021

Reviewed and approved building construction plans to ensure compliance of plans with pertinent codes, regulations, and ordinances. Organized, assigned, and reviewed the work of assigned consultants engaged in residential, commercial, and industrial building plan reviews. Performed complex accessibility field inspections to ensure compliance with plans and accessibility code requirements.

Senior Building Inspector City of Ventura, CA 2012 - 2015

Inspected commercial and residential buildings and structures to determine compliance with the structural, mechanical, plumbing, electrical, and housing codes and approved plans. Inspected workmanship and materials in building construction plans for conformance with plans and specifications and inspected potentially substandard or dangerous buildings. Prepared and maintained reports, letters, and correction notices on code violations and variations from approved plans.

Building Inspector II Amador County, CA 2006 - 2012

Performed field inspections of residential, commercial, or industrial structures in varying stages of construction, alteration, or repair. Interpreted applicable codes, ordinances, and regulations for builders and homeowners. Investigated violations of building and zoning laws.

3. PREVAILING WAGE



B Attachment

PUBLIC WORK – PREVAILING WAGE JOB

(Complete and return)

The City of Lompoc is a public agency. Contracts exceeding \$1,000 with the City are considered "Public Works" when they include services for construction, alteration, demolition or repair work, and maintenance services. The City has requested a quote or has contracted for the following project:

RFP No.

There is notice that contractor/s and subcontractor/s must register with the California Department of Industrial Relations (DIR) and that:

- Their project is subject to compliance monitoring and enforcement by the Department of Industrial Relations pursuant to Labor Code Section 1771.4.
- All contractors and subcontractors must furnish electronic certified payroll records as specified in Labor Code Section 1776 directly to the Labor Commissioner (aka Division of Labor Standards Enforcement).

The project listed above requires payments of not less than the general prevailing rates for per diem wages, overtime work, legal holidays, other employee payments, and travel & subsistence if applicable, in the locality in which the work is to be performed for each craft, classification, or type of worker needed as required in the California Labor Code. Such rates of wages are on file with the Department of Industrial Relations and in the office of the District and are available to any interested party upon request.

Contractors shall promptly notify the City in writing about any classifications of labor not listed in the prevailing wage determination but necessary for the performance of the work. Contractors will post a copy of the determination of prevailing rates at the job site(s) as prescribed by Title 8 California Code of Regulations section 16451(d).

The Contractor's attention is directed to the payroll records requirement of Labor Code Section 1776, and Each contractor and subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Each payroll record shall contain or be verified by a written declaration that is made under penalty of perjury. The District requires hard copies of these records for verification, prior to making related payments to the contractor (there is in addition to the electronic reporting required by the DIR).

Confirm your intent to pay prevailing wages and that such wages are considered within your offer and specify the job classification(s) and hourly wage rate that is reflected in your offer for labor classifications performing the work. Indicate worker classifications for primary and any subcontractors.

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Boilermaker | <input type="checkbox"/> Bricklayers | <input type="checkbox"/> Carpenters |
| <input type="checkbox"/> Carpet/Linoleum | <input type="checkbox"/> Cement Mason | <input type="checkbox"/> Drywall Finishers | <input type="checkbox"/> Drywall/Lathers |
| <input type="checkbox"/> Electricians | <input type="checkbox"/> Elevator Mechanic | <input type="checkbox"/> Glazier | <input type="checkbox"/> Iron Workers |
| <input type="checkbox"/> Laborers | <input type="checkbox"/> Millwrights | <input type="checkbox"/> Operating Engineer | <input type="checkbox"/> Painters |
| <input type="checkbox"/> Pile Drivers | <input type="checkbox"/> Pipe Trades | <input type="checkbox"/> Plasterers | <input type="checkbox"/> Roofers |
| <input type="checkbox"/> Sheet Metal | <input type="checkbox"/> Sound/Comm | <input type="checkbox"/> Surveyors | <input type="checkbox"/> Teamster |
| <input type="checkbox"/> Tile Workers | <input checked="" type="checkbox"/> Other: Plan Review and Inspections | | |

3. PREVAILING WAGE

RFP No.

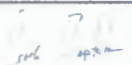
List any Subcontractors you intend to use for the Project:

Company Name BV will not be utilizing subconsultants for this contract.		Contact Name
Address		
Telephone	Fax	Email
Contractor License Number	Designation	DIR Registration Number

Therefore, the Contractor agrees to comply with all applicable prevailing wage requirements set forth in California Labor Code Sections 1770 to 1781 inclusive. All workers employed on or in the execution of these services shall be paid not less than the applicable current general prevailing wage as determined by the Director of Industrial Relations. The current General Prevailing Wage Determinations located on the Department of Industrial Relations' (DIR) website (<https://www.dir.ca.gov/OPRL/2012-2/PWD/index.htm>), shall be incorporated into this Contract.

By signing below the contractor has read and understands this document, that he is aware of the public work and prevailing wage requirements as set forth in the California Labor Code Sections 1720 et seq.; that he and each of his subcontractors is registered with the California DIR; and that he is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the work of this contract.

The contractor may also be required to furnish certificate(s) of liability and/or workers compensation insurances.

Representative Signature 	Date 5/19/2025
Print Name Craig Baptista, M.B.A.	Title Vice President – West, Plan Check & Inspection
Company Name Bureau Veritas North America, Inc.	Email craig.baptista@bureauveritas.com
Address 250 N Westlake Blvd, Suite 150, Westlake Village, CA 91362	
Telephone 916.514.4516	Fax 916.725.8242
Contractor License Number N/A	DIR Registration Number 1000006523

Additional information about these requirements and the new public works program regarding compliance monitoring, administration and enforcement of prevailing wage laws are available on the Department of Industrial Relations website at <http://www.dir.ca.gov/public-works/publicworks.html>.

Public Works Facts Sheet (SB 854) <http://www.dir.ca.gov/Public-Works/PublicWorksSB854.html>

7. REFERENCES



BIDDER REFERENCES

(Complete and return)

List and describe fully the last three contracts performed by your firm that demonstrate your ability to provide the supplies, equipment, or services included with the scope of the Proposal specifications. Attach additional pages if required. The City reserves the right to contact each of the references listed for additional information regarding your firm's qualifications.

Reference No. 1	
Customer Name: City of Malibu	
Address: 23825 Stuart Ranch Road, Malibu, CA 90265	
Contact Individual: Yolanda Bundy, Building Official	Phone No: 310.456.2489, Ext.
Contract Amount: Ongoing	Year: 2019 - Present
Description of Supplies, Equipment, or Services Provided:	
In January of 2019, Bureau Veritas was selected to provide fire-related permitting services for the City of Malibu toward rebuilding the structures destroyed in this treasured coastal city. Review building construction, grading and drainage, and development construction plans and documents for compliance with required codes; plan check and inspection services for residential and commercial projects; onsite permit issuance services for Building, Mechanical, Electrical, Plumbing and Miscellaneous; strong collaboration with City staff and the public to expedite rebuilding of destroyed structures.	
Reference No. 2	
Customer Name: City of Ventura	
Address: 501 Poli Street, Ventura, CA 93001	
Contact Individual: Shawn Huff, CBO, MPA, Chief Building Official	Phone No: 805.677.3963
Contract Amount: Ongoing	Year: 2021 - Present
Description of Supplies, Equipment, or Services Provided:	
BV provides plan review, contract inspection and Chief Building Official advisement for a wide range of projects for the City of Ventura. Staff has reviewed commercial buildings, condominiums, office buildings, medical offices, residential projects, tenant improvements of various complexities as well as buildings for assembly occupancies. BV provides a licensed engineer two days per week and has provided a building inspection services.	
Reference No. 3	
Customer Name: City of San Luis Obispo	
Address: 990 Palm Street, San Luis Obispo, CA 93401	
Contact Individual: Michael Codron, Community Development Director	Phone No: 805.781.7187
Contract Amount: Ongoing	Year: 2007 – Present
Description of Supplies, Equipment, or Services Provided:	
BV has been working with the City of San Luis Obispo since 2007. Additionally, BVNA was selected to provide outside plan review services for the City of San Luis Obispo in 2013. BVNA plan review staff provide structural, architectural and life safety, mechanical, plumbing, electrical, energy, accessibility, and green building reviews for projects including residential, commercial and industrial projects.	



Non-Transferable. The Certificate holder must comply with all statutes, ordinances and applicable laws.

**CITY OF LOMPOC
RETAIN THIS HALF FOR
YOUR BUSINESS RECORD**

Business Name: Bureau Veritas North America, Inc

Business Tax No.: 9202

Business Tax Fee: \$140.00

Business Location: 250 N Westlake BLVD Ste 150
Thousand Oaks, CA 91362

Effective Date: December 18, 2024

Special Fees: \$14.00

Total Tax Paid: \$154.00

Owner(s) Name: Craig Baptista

Expiration Date: June 30, 2025

Description: Code Compliance/Plan Review Services

**Business Tax Department
(805) 875-8236**

BUSINESS TAX CERTIFICATE

Bureau Veritas North America, Inc
180 Promenade Circle Ste 150
Sacramento, CA 95834

City Clerk - Deputy

Failure to receive a renewal notice does not relieve the business owner's responsibility to renew the Business Tax, which annually expires on June 30 and becomes delinquent July 31.

POST IN A CONSPICUOUS PLACE (Non-Transferable)

COST PROPOSAL

BV's pricing reflects our commitment to the success of the City of Lompoc by helping you maintain significant quality and cost saving benefits. These include:

- ✓ Reduced plan review turnaround times and rapid responses to inspection requests
- ✓ Implementation of electronic plan review processes to help improve efficiency and control costs
- ✓ Commitment to maintain a proposed rate structure for the life of the initial contract period
- ✓ Highly qualified and licensed/certified staff
- ✓ Confidence of working with a well-established consultant in business since 1828

BILLING STRUCTURE**	
Building Plan Review - 55% of city collected fees Civil (Grading, Land Development): 60%	
HOURLY RATES FOR SERVICES**	
PERSONNEL CLASSIFICATIONS	HOURLY RATE
Project Manager	\$160.00
Senior Registered Civil Engineer / Sr. Surveyor	\$185.00
Registered Civil Engineer	\$165.00
Senior Planner	\$165.00
Structural Engineer / Fire Protection Engineer / Senior Plan Review Engineer / Senior Field Engineer / Planner	\$150.00
Plan Review Engineer / Senior ICC Certified Plans Examiner / CASp Plan Reviewer / Senior Fire Plans Examiner	\$135.00
ICC Certified Building Plans Examiner	\$135.00
Fire Plan Reviewer	\$130.00
Engineering Technician/CAD Drafter	\$125.00
ICC Certified Building Plans Examiner	\$110.00
Planning Counter Technicians	\$80.00 - \$95.00
ICC Certified Permit Technician	\$65.00 - \$80.00
Administrative / Clerical Support	\$60.00 - \$75.00
INSPECTIONS TEAM*	
CASp Inspector	\$155.00
Senior Fire Inspector	\$135.00 - \$150.00
Senior Building Inspector / Combination Inspector / Code Enforcement	\$110.00 - \$125.00
ICC Certified Building Inspector	\$90.00 - \$105.00

**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.

- Fast track / Expedited plan reviews shall be an additional 1.5 times the fees shown above.
- Overtime (OT) will be charged at 1.5 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.
- Hourly rates subject to annual adjustment in accordance with CPI (with City approval).
- Mileage for employee-owned vehicles used in connection with the work will be at the current IRS rate. (applicable to inspection services)
- Minimum 4 hour fee for onsite provided services.
- Minimum \$200.00 plan review fee
- Hourly services to be invoiced monthly; plan review fee to be invoiced after initial review.

5. BID BOND

Per Addendum #3, dated May 23, 2025, Bid Bonds, Performance Bonds, and Material Bonds are not required for this RFP.