



# RESOLUTION No. 18-305

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

### RESOLUTION APPROVING AN AGREEMENT BETWEEN THE COUNTY OF NEVADA AND INTERWEST CONSULTING GROUP, INC. TO PROVIDE ON-CALL BUILDING INSPECTION AND PLAN REVIEW SERVICES AND AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE THE CONTRACT IN A MAXIMUM CONTRACT AMOUNT OF \$75,000

WHEREAS, in periods of high building activity the Building Department has a need to utilize additional staffing resources to complete Plan Review and Inspections in a timely manner; and

WHEREAS, a competitive procurement process was conducted and four (4) consultants were selected to provide on-call Plan Review and Inspection services; and

WHEREAS, the County Purchasing Agent has authority to execute contracts with West Coast Consultants, Inc. (\$15,000), CSG Consultants (\$15,000), and 4Leaf, Inc. (\$20,000); and

WHEREAS, the County wishes to enter into an agreement for Fiscal Year 2018/19 with Interwest Consulting Group, Inc. (ICG) in the amount of \$75,000; and

WHEREAS, services will only be utilized as needed and when sufficient revenue is received to fund the services; and

WHEREAS, there is sufficient budget available in 1123-20602-322-1000/521520.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Board of Supervisors of the County of Nevada approves the contract with Interwest Consulting Group, Inc. (ICG) in the amount of \$75,000 and authorizes the Chair of the Board of Supervisors to execute the contracts on behalf of the County of Nevada.

BE IT FURTHER RESOLVED that upon satisfactory service by Interwest Consulting Group, Inc. this Agreement may be renewed on a year-by-year basis for up to three (3) additional years without a need for a new competitive bidding process.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 26th day of June, 2018, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Hank Weston and Richard Anderson

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Edward Scofield, Chair

6/26/2018 cc: Building\*  
AC\* (Hold)

9/12/2018 cc: Building\*  
AC\* (Release)  
ICG, Inc.

**PERSONAL SERVICES CONTRACT**

**PERSONAL SERVICES CONTRACT**

County of Nevada, California

This Personal Services Contract is made between the COUNTY OF NEVADA (herein "County"), and

**Interwest Consulting Group**

(herein "Contractor"), wherein County desires to retain a person or entity to provide the following services, materials and products generally described as follows:

(§1) **Professional Plan Review & Building Inspection Services**

**SUMMARY OF MATERIAL TERMS**

(§2) **Maximum Contract Price:** \$75,000  
(§3) **Contract Beginning Date:** 7/1/18 **Contract Termination Date:** 6/30/19  
(§4) **Liquidated Damages:**

**INSURANCE POLICIES**

Designate all required policies: Req'd Not Req'd  
(§6) **Commercial General Liability** (\$1,000,000)    
(§7) **Automobile Liability** (\$ 300,000) Personal Auto    
(\$1,000,000) Business Rated    
(\$1,000,000) Commercial Policy    
(§8) **Worker's Compensation**    
(§9) **Errors and Omissions** (\$1,000,000)

**LICENSES**

Designate all required licenses:

(§14) Certified Plans Examiners, Building Inspectors, Building Officials and other related staff from the International Code Council (ICC) or equivalent certification agency

**NOTICE & IDENTIFICATION**

(§26) **Contractor:** Interwest Consulting Group  
1613 Santa Clara Drive # 100  
Roseville, CA 95661  
**County of Nevada:** 950 Maidu Avenue  
Nevada City, California 95959

Contact Person: **Ron Beehler, SE,CBO** (916) 273-4663-office  
Contact Person: **Craig Griesbach, Director of Building** (530) 265-1583

e-mail: [rbeehler@interwsetgrp.com](mailto:rbeehler@interwsetgrp.com) e-mail: [craig.griesbach@co.nevada.ca.us](mailto:craig.griesbach@co.nevada.ca.us)

**Contractor is a:** (check all that apply)

Corporation:  Calif.,  Other,  LLC,  Non-profit  
Partnership:  Calif.,  Other,  LLP,  Limited  
Person:  Individ.,  DbA,  Ass'n,  Other

**EDD:** Independent Contractor Worksheet Required:  Yes  No  
**HIPAA:** Schedule of Required Provisions (Exhibit D):  Yes  No

**ATTACHMENTS**

Designate all required attachments: Req'd Not Req'd  
**Exhibit A: RFP as solicited**    
**Exhibit B: Vendor's response to the RFP**    
**Exhibit B: Fee Schedule**    
**Exhibit C: Schedule of Changes** (Additions, Deletions & Amendments)    
**Exhibit D: Schedule of HIPAA Provisions** (Protected Health Information)

Contractor approves this page

*pb*

## Terms

Each term of this Contract below specifically incorporates the information set forth in the Summary at page one (1) above as to each respective section (§) therein, as the case may be.

## Services

### 1. **Scope of Services:**

Contractor shall provide all of the services, materials and products (herein "Services") subject to the terms and conditions set forth in this Agreement. Consultant shall provide the services described in **RFP as solicited for Professional Plan Review and Building Inspection Services (Exhibit A)** and **Consultant's response to said document(Exhibit B)**, according to a performance schedule, if applicable, as set forth in said exhibit (herein "Performance Schedule"). If requested, Contractor agrees to serve as an expert witness for County in any third party action or proceeding arising out of this Contract.

## Payment

### 2. **Charges and Payments:**

The charges (herein "Charges") for furnishing the aforesaid Services under this Contract are set forth in **Exhibit "C"**, including, if applicable, hourly rates, unit pricing, and expense, mileage and cost limits. Said Charges shall be presented monthly by invoice, and shall be due within thirty (30) days of receipt unless payment is otherwise set forth in said **Exhibit "C"**, and shall remain in effect for the entire term of this Contract, and any extension hereof. In no event will the cost to County for Services to be provided under this Contract, including direct non-salary expenses, exceed the **Maximum Contract Price** set forth at §2, page one (1), above.

The rates displayed in "**Exhibit C**" reflect CONTRACTOR'S current fees and may be modified annually under this agreement for 2 additional one-year periods. CONTRACTOR will submit proposed rate and fee changes to the COUNTY by August 1 of each year this contract is in effect for review and approval by the COUNTY. Upon written approval by the COUNTY, CONTRACTOR may charge fees based on its current rate schedule.

## Time for Performance

### 3. **Contract Term:**

This Contract shall commence on the **Contract Beginning Date** set forth at §3, page one (1), above. All Services required to be provided by this Contract shall be completed and ready for acceptance no later than the **Contract Termination Date** set forth at §3, page one (1), above.

### 4. **Liquidated Damages:**

County and Contractor agree that damages to County due to delays in timely providing Services in accordance with the aforesaid Performance Schedule and Contract Termination Date are impractical and difficult to ascertain. Therefore, if §4 at page one (1) hereof shall indicate a daily amount as **Liquidated Damages**, County shall have the right to assess said daily sum, not as a penalty, but as and for damages to County due to delays in providing Services not in accordance with the said Performance Schedule, or later than the Contract Termination Date (herein "Delay"). Liquidated Damages shall be offset against amounts owing to Contractor, including retention sums.

To the extent that any Delay is a result of matters or circumstances wholly beyond the control of Contractor, County may excuse said Liquidated Damages; provided however, that County may condition such excuse upon Contractor having given prompt notice to County of such delay immediately by telephone and thereafter by written explanation within a reasonable time. The time for Contractor's performance shall be extended by the period of delay, or such other period as County may elect.

### 5. **Time of the Essence:**

Time is of the essence with respect to Contractor's performance under this Contract. Delay in meeting the time commitments contemplated herein will result in the assessment of liquidated damages, if indicated at §4 at page one (1), hereof. If Liquidated Damages are not so indicated, damages shall be as otherwise provided by law.

## Insurance

### 6. **Commercial General Liability Insurance:** (County Resolution No. 90674)

If §6 at page one (1) hereof shall indicate a **Commercial General Liability** insurance policy is required, Contractor shall promptly provide proof of such insurance evidenced by a certificate of insurance with properly executed endorsements attached, which insurance shall include the following:

- (i) Broad form coverage for liability for death or bodily injury to a person or persons, and for property damage, combined single limit coverage, in the minimum amount indicated at said §6;

Contractor approves this page



- (ii) An endorsement naming County as an additional insured under said policy, with respect to claims or suits arising from the Services provided or the relationships created under this Contract;
- (iii) A provision that said insurance shall be primary and other insurance maintained by the County of Nevada shall be excess only and not contributing with Contractor's insurance;
- (iv) A provision that said insurance shall provide for thirty (30) days written notice to County of any termination or change in coverage protection, or reduction in coverage limits (except ten (10) days notice for non-payment of premium).

**7. Automobile Liability Insurance:** (County Resolution No. 90676)

If §7 at page one (1) hereof shall require either a Business Rated or a Commercial Automobile Liability insurance policy, for each vehicle used including non-owned and hired automobiles, Contractor shall promptly provide proof of such insurance evidenced by a certificate of insurance with properly executed endorsements attached, which insurance shall include the following provisions:

- (i) Liability protection for death or bodily injury to a person or persons, property damage, and uninsured and underinsured coverage, combined single limit coverage, in the minimum amount indicated at said §7;
- (ii) An endorsement naming County as an additional insured under said policy, with respect to claims or suits arising from the Services provided or the relationships created under this Contract;
- (iii) A provision that said insurance shall be primary and other insurance maintained by the County of Nevada shall be excess only and not contributing with Contractor's insurance;
- (iv) A provision that said insurance shall provide for thirty (30) days written notice to County of any termination or change in coverage protection, or reduction in coverage limits (except ten (10) days notice for non-payment of premium).

If §7 at page one (1) hereof shall require a Personal Auto policy, for each vehicle used including non-owned and hired automobiles, Contractor shall promptly provide proof of such insurance for a minimum of three hundred thousand dollars, (\$300,000), in combined single limits, and naming the County as additionally insured.

**8. Worker's Compensation:** (County Resolution No. 90674)

If §8 at page one (1) hereof shall indicate a **Worker's Compensation** insurance policy is required, Contractor shall maintain said policy as required by law, and shall promptly provide proof of such insurance evidenced by a certificate of insurance, or other documentation acceptable to County.

Before commencing to utilize employees in providing Services under this Contract, Contractor warrants that it will comply with the provisions of the California Labor Code, requiring Contractor to be insured for worker's compensation liability or to undertake a program of self-insurance therefor.

**9. Errors and Omissions:**

If §9 at page one (1) hereof shall indicate **Errors and Omissions** insurance is required, Contractor shall maintain either a professional liability or errors & omissions policy in the minimum amount indicated, and shall promptly provide proof of such insurance evidenced by a certificate of insurance, or other documentation acceptable to County.

**10. Miscellaneous Insurance Provisions:** (County Resolution No. 90675)

All policies of insurance required by this Contract shall remain in full force and effect throughout the life of this Contract and shall be payable on a "per occurrence" basis unless County specifically consents to "claims made" coverage. If the County does consent to "claims made" coverage and if Contractor changes insurance carriers during the term of this Contract or any extensions hereof, then Contractor shall carry prior acts coverage.

Insurance afforded by the additional insured endorsement shall apply as primary insurance, and other insurance maintained by County, its officers, agents and/or employees, shall be excess only and not contributing with insurance required or provided under this agreement.

At all times, Contractor shall keep and maintain in full force and effect throughout the duration of this Contract, policies of insurance required by this Contract which policies shall be issued by companies with a Best's Rating of B+ or higher (B+, B++, A-, A, A+ or A++), or a Best's Financial Performance Rating (FPR) of 6 or higher (6, 7, 8 or 9) according to the current Best's Key Rating Guide, or shall be issued by companies approved by the County Risk Manager. In the event the Best's Rating or Best's FPR shall fall below the rating required by this paragraph, Contractor shall be required to forthwith secure alternate policies which comply with the rating required by this paragraph, or be in material breach of this Contract.

Contractor approves this page



Failure to provide and maintain the insurance policies (including Best's ratings), endorsements, or certificates of insurance required by this Contract shall constitute a material breach of this agreement (herein "Material Breach"); and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both. (See §13, ¶2, below, as these provisions additionally apply to subcontractors.)

**11. Indemnity:**

Nothing herein shall be construed as a limitation of Contractor's liability, and Contractor shall indemnify, defend and hold harmless the County and its officers, officials, employees, agents and volunteers from any and all liabilities, claims, demands, damages, losses and expenses (including, without limitation, defense costs and attorney fees of litigation) which result from the negligent act, willful misconduct, or error or omission of Contractor, except such loss or damage which was caused by the sole negligence or willful misconduct of County or its officers, officials, employees, agents and volunteers.

**Personal Services**

**12. Contractor as Independent:**

In providing services herein, Contractor, and the agents and employees thereof, shall act in an independent capacity and as an independent contractor and not as agents or employees of County.

**13. Assignment and Subcontracting:**

Except as specifically provided herein, the rights, responsibilities, duties and Services to be performed under this Contract are personal to the Contractor and may not be transferred, subcontracted, or assigned without the prior written consent of County. Contractor shall not substitute nor replace any personnel for those specifically named herein or in its proposal without the prior written consent of County.

Contractor shall cause and require each transferee, subcontractor and assignee to comply with the insurance provisions set forth herein at §§6, 7, 8, 9 and 10, to the extent such insurance provisions are required of Contractor under this Contract. Failure of Contractor to so cause and require such compliance by each transferee, subcontractor and assignee shall constitute a Material Breach of this agreement, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both.

**14. Licensing and Permits:**

Contractor warrants (i) Contractor is qualified and competent to provide all Services under this contract; (ii) Contractor and all employees of Contractor hold all necessary and appropriate licenses therefor, including those licenses set forth at §14, page one (1) hereof; and, (iii) Contractor shall obtain, and remain in compliance with, all permits necessary and appropriate to provide said Services. Contractor shall cause said licenses and permits to be maintained throughout the life of this Contract. Failure to do so shall constitute a Material Breach of this agreement, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both.

**Public Contracts**

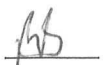
**15. Prevailing Wage and Apprentices:**

To the extent made applicable by law, performance of this contract shall be in conformity with the provisions of California Labor Code, Division 2, Part 7, Chapter 1, commencing with Section 1720 relating to prevailing wages which must be paid to workers employed on a public work as defined in Labor Code §§ 1720, et seq.; and shall be in conformity with Title 8 of the California Code of Regulations §§ 200 et seq., relating to apprenticeship. Contractor shall comply with the provisions thereof at the commencement of Services to be provided herein, and thereafter during the term of this Contract. A breach of the requirements of this section shall be deemed a material breach of this contract. A copy of the relevant prevailing wage as defined in Labor Code §1770 et seq. is on file with the Department of Transportation, County of Nevada, 950 Maidu Avenue, Nevada City, California 95959. Copies will be provided upon request.

**16. Accessibility (County Resolution No. 00190):**

It is the policy of the County of Nevada that all County services, programs, meetings, activities and facilities shall be accessible to all persons, and shall be in compliance with the provisions of the Americans With Disabilities Act and Title 24, California Code of Regulations. To the extent this Contract shall call for Contractor to provide County contracted services directly to the public, Contractor shall certify that said direct Services are and shall be accessible to all persons.

Contractor approves this page



**17. Nondiscriminatory Employment:**

In providing Services hereunder, Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, political affiliation, ancestry, marital status or disability. This policy does not require the employment of unqualified persons.

**18. Prior Nevada County Employment (County Resolution No. 03-353):**

Effective July 22, 2003, it is the policy of the County of Nevada that former members of the Board of Supervisors, a former CEO, or a former Purchasing Agent, for a period of twelve (12) months following the last day of employment, shall not enter into any relationship wherein that former employee or former Board member receives direct remuneration from a legal entity that, during the last twelve (12) months of said employment or Board member's service, entered into a contract with, or received a grant from the County of Nevada. Provided however, that this prohibition shall not apply to any employee that did not personally approve a contract with or grant to said legal entity during the last twelve (12) months of said employment, and shall not apply when the Board of Supervisors did not approve a contact with or grant to said legal entity during the last twelve (12) months of said Board member's service.

A violation of this policy shall subject Contractor to all of the remedies enumerated in said resolution and as otherwise provided in law, which remedies shall include but not be limited to injunctive relief, cancellation and voiding of this contract by County, a return of grant money, a cause of action for breach of contract, and entitlement to costs and reasonable attorney fees in any action based upon a breach of contract under this provision.

**19. Cost Disclosure:**

In accordance with Government Code Section 7550, should a written report be prepared under or required by the provisions of this Contract, Contractor agrees to state in a separate section of said report the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of said report

**Default and Termination**

**20. Termination:**

A Material Breach of this Contract pursuant to the terms hereof or otherwise, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to immediately suspend payments hereunder, or terminate this contract, or both, **without notice**.

If Contractor fails to timely provide in any manner the services materials and products required under this Contract, or otherwise fails to promptly comply with the terms of this Contract, or violates any ordinance, regulation or other law which applies to its performance herein, County may terminate this Contract by giving **five (5) days written notice** to Contractor.

Either party may terminate this Contract for any reason, or without cause, by giving **thirty (30) calendar days written notice** to the other, which notice shall be sent by registered mail in conformity with the notice provisions, below. In the event of termination not the fault of the Contractor, the Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Contract. Contractor shall be excused for failure to perform services herein if such performance is prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.

County, upon giving **sixty (60) calendar days written notice** to Contractor, shall have the right to terminate its obligations under this Contract at the end of any fiscal year if the County or the State of California, as the case may be, does not appropriate funds sufficient to discharge County's obligations coming due under this contract.

Contractor approves this page



Miscellaneous

**21. Books of Record and Audit Provision:**

Contractor shall maintain complete records relating to this Contract for a period of five (5) years from the completion of Services hereunder. Said records shall include but not be limited to bids and all supporting documents, original entry books, canceled checks, receipts, invoices, payroll records including subsistence, travel and field expenses, together with a general ledger itemizing all debits and credits

Contractor shall permit County to audit said records as well as such related records of any business entity controlled by Contractor. Said audit may be conducted on Contractor's premises or at a location designated by County, upon fifteen (15) days notice. Contractor shall promptly refund any moneys erroneously charged and shall be liable for the costs of audit if the audit establishes an over-charged of five percent (5%) or more of the Maximum Contract Price.

**22. Intellectual Property:**

All original photographs, diagrams, plans, documents, information, reports, computer code and all recordable media together with all copyright interests thereto (herein "Intellectual Property"), which concern or relate to this Contract and which have been prepared by, for or submitted to Contractor, shall be the property of County, and upon fifteen (15) days demand therefor, shall be promptly delivered to County without exception. Provided however, for personal purposes only and not for commercial, economic or any other purpose, Contractor may retain a copy of Contractor's work product hereunder.

**23. Entire Agreement:**

This Contract represents the entire agreement of the parties, and no representations have been made or relied upon except as set forth herein. This Contract may be amended or modified only by written, fully executed agreement of the parties.

**24. Jurisdiction and Venue:**

This Contract shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in Nevada County, California.

**25. Compliance with Applicable Laws:**

The Contractor shall comply with any and all federal, state and local laws, codes, ordinances, rules and regulations which relate to, concern or affect the Services to be provided by this Contract.

**26. Notices:**

This Contract shall be managed and administered on County's behalf by the department and the person set forth at §26, page one (1) of this Contract, and all invoices shall be submitted to and approved by this Department. In addition to personal service, all notices may be given to County and to Contractor by first class mail addressed as set forth at said §26 Said notices shall be deemed received the fifth (5th) day following the date of mailing or the earlier date of personal service, as the case may be.

**27. Authority:**

All individuals executing this Contract on behalf of Contractor represent and warrant that they are authorized to execute and deliver this Contract on behalf of Contractor.

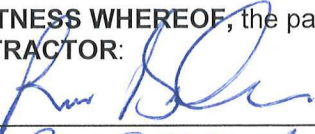
Contractor approves this page





IN WITNESS WHEREOF, the parties have executed this Contract effective on the Beginning Date, above.

CONTRACTOR:



Name: RON BEETHLER

Title: DIRECTOR

Dated: 9-6-18

COUNTY OF NEVADA:



Honorable Edward C. Scofield  
Chair, Board of Supervisors

Dated: 9/10/18

Attest:   
Julie Patterson Hunter  
Clerk of the Board



# EXHIBIT "A"

## RFP as Solicited

A handwritten signature in blue ink, consisting of a stylized 'W' or 'S' shape, is written over a horizontal line.

**COUNTY OF NEVADA**  
**DEPARTMENT OF INFORMATION & GENERAL SERVICES**  
*on behalf of the*

**Community Development Agency- Building Department**



**REQUEST FOR PROPOSALS**

*for*

**PROFESSIONAL PLAN REVIEW AND BUILDING  
INSPECTION SERVICES ON AN AS NEEDED BASIS**

**Release Date: March 19, 2018**

**Submittal Deadline: April 24, 2018**  
**not later than 5:00 PM (Pacific)**

A small, handwritten signature or set of initials in the bottom right corner of the page.

**NEVADA COUNTY RFP**  
**PROFESSIONAL PLAN REVIEW AND BUILDING INSPECTION**  
**SERVICES ON AN AS NEEDED BASIS**

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**ATTACHMENTS**

- A. Required Statements
- B. Cost Proposal Form
- C. Draft Contract

## 1.0 INTRODUCTION

Nevada County is inviting proposals from qualified firms to provide professional plan review and building inspection services on an as needed basis in the county to ensure compliance with minimum housing, building and safety laws. The department is located in Nevada City, CA but services are provided throughout the unincorporated areas of the County (including Truckee), and the incorporated areas of Grass Valley and Nevada City. The Building Department serves as the lead department for project reviews and coordinates with other applicable County departments and agencies.

This RFP will result in the award of one or more contracts to be effective for an approximate one-year initial term with an option to renew the contract for two additional one-year periods, at the County's discretion.

This RFP includes a description of the scope of work, proposal requirements, and instructions for submitting your proposal.

Direct all inquiries regarding this RFP in writing to:

Desiree Belding  
Nevada County Procurement  
950 Maidu Avenue  
Nevada City, CA 95959  
Phone: (530) 265-1557  
Email: [desiree.belding@co.nevada.ca.us](mailto:desiree.belding@co.nevada.ca.us)

Do not contact County departments or other County staff directly. Information provided by other than the above contact may be invalid and proposals which are submitted in accordance with such information may be declared non-responsive.

In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any amendment to this RFP is valid only if in writing and issued by the Nevada County Procurement Services Division.

All addenda for this RFP will be distributed via Nevada County's website:

<http://www.mynevadacounty.com/nc/igs/purchasing>.

**It is the proposer's sole responsibility to monitor this website for possible addenda to this RFP.** Failure of proposer to retrieve addenda from this site shall not relieve him/her of the requirements contained therein. Additionally, failure of proposer to return signed addenda, when required, may be cause for rejection of his/her proposal.

## 2.0 TENTATIVE SCHEDULE

The following represents the tentative schedule for this RFP. Any change in the scheduled dates for the Pre-Proposal Conference, Deadline for Final Questions or Proposal Submission Deadline will be advertised in the form of an addendum to this RFP. The schedule for other milestone dates may be adjusted without notice.

Deadline for Final Questions.....	April 17, 2018
Proposal Submission Deadline.....	April 24, 2018
Evaluation of Proposals.....	April 25 ~ May 9, 2018
Contract Negotiations.....	May 21, 2018
Contract approval by Board of Supervisors.....	June 2018

## 3.0 BACKGROUND

The Nevada County Building Department is responsible for the review, permitting and inspection of all building and development projects in the county to ensure compliance with minimum housing, building and safety laws. The department is located in Nevada City, CA but services are provided throughout the unincorporated areas of the County (including Truckee), and the incorporated areas of Grass Valley and Nevada City. The Building Department serves as the lead department for project reviews and coordinates with other applicable County departments and agencies.

The Building Department completes approximately 8,250 building inspections and 1,000 building plan reviews annually for residential, multi-family residential, commercial and industrial projects. Current plan review turn-around timeframes are two (2) weeks for minor projects and four (4) weeks for major projects from date of submittal (calendar days). The department currently provides next day building inspections at least 95 percent of the year. County staff provides general front counter customer service answering customer inquiries, code questions, and general project submittals and building inspection requests.

Current plan reviews and building inspections are completed per the most recent adopted version of the California Building Standards Codes for building, civil, electrical, plumbing, mechanical, fire protection, energy, disabled accessibility, green building standards, floodplain, wildland urban interface fire severity zones, and hazardous materials. Building Inspectors currently assist Code Compliance Officers with code compliance cases related to hazardous, substandard and unpermitted building projects.

Periodically the County experiences increased project submittals and building inspection requests. An important goal of the department is to provide timely, efficient and effective service so the county has recognized a need for third party assistance in plan review and building inspection services during these times.

In addition, the Building Department may have a need for additional Plans Examiners, Building Inspectors, a Building Official or Permit Technician to assist at the County facility due to special circumstances.

The County is seeking proposals from professional firms interested in providing plan review and building inspections services on an as-needed basis, and providing onsite staffing at the county facility should the need arise.



## 4.0 SCOPE OF SERVICES

4.1. **For plan review**, Contractor will perform multi-disciplinary plan review services including, but not limited to the following:

- a) Conduct initial plan review and all subsequent reviews for design integrity and code compliance with the adopted edition of the applicable California Building Codes, Part 1 through 12, Standards, State Housing Laws, local ordinances and appendices adopted by the County within timeframes specified by the County.
- b) Review plans for all types of fire protection systems, fire and life safety, and compliance with state and local hazardous materials regulations.
- c) Review structural calculations, soils reports, geotechnical, grading, onsite improvements, energy calculations/reports, disabled accessibility requirements, green building standards, County adopted ordinances and policies, and other project related information provided by the applicant or the County.
- d) Identify items needing clarification or correction to achieve compliance with applicable regulations, codes and standards, and provide a written report of these items, including referenced code sections. The reports completed shall be clear, concise and not contain a multitude of general notes that do not reflect conditions specific to the project.
- e) Coordinate the resolution of identified deficiencies with the applicant and County. Upon request by the County, shall attend any required meetings connected with the plan review or field inspection of the projects.
- f) The standard turnaround time for assigned plan reviews shall be ten (10) business days for initial review, and five (5) business days for rechecks. Expedited plan review for initial review and rechecks may be requested with a turnaround time of not more than (5) business days. Contractors shall pick up and deliver plans to the department unless alternate arrangements are approved by the Director of the Building Department.
- g) The Contractor shall utilize employees to perform the plan reviews who are certified as Plans Examiners through the International Code Council and who are provided with a reasonable degree of annual training in accordance with the requirements of AB 717 (California Health and Safety Code 18965 et seq). A California Registered Engineer or Licensed Architect employed by the Contractor shall review the portion of plans that involve engineering design and calculations. Plans Examiners shall have a minimum of three (3) years of plan review experience with a municipality or a private Contractor.
- h) Projects shall be assigned at the sole discretion of the Building Director or designee. The County may use its own employees and/or other independent Contractors to perform plan reviews in addition to any such work assigned to a Contractor. The volume of plan review is dependent upon economic conditions that are outside the control of the County. Consequently, there is no guarantee provided as to the minimum or maximum volume of work that may be assigned to the Contractor within any given time period.
- i) In the course of the plan review process, the Contractor shall avoid situations involving an actual or potential conflict of interest, shall act as an agent and a deputy of the Building Director, and shall act in the interests of the County and the citizens of

Nevada County. Contractors shall provide no services for any private client within the unincorporated boundaries of the County during the contract period.

- j) Contractor shall have a staff member that is a Certified Access Specialist (CASp) from the California Department of State Architect (DSA) with a minimum of three (3) years of disabled accessibility plan review experience. This staff member shall review any assigned projects that have aspects related to California disabled accessibility requirements.
- k) The Building Director shall have the right of refusal of any staff member assigned by the Contractor. All staff members must have a commitment to efficiency and high standards of customer service.
- l) The Contractor shall have the ability to complete plan review digitally using Adobe PDF and shall have staff with previous experience completing reviews digitally. The Contractor shall have the ability to securely transfer digital files without the use of email to the County with a minimum attachment size of 100MB.
- m) It is highly desirable that Plans Examiners have experience working with projects in high elevations with structural snow loading requirements, cold weather utility requirements and steep slope grading requirements. It is also highly desirable that Plans Examiners have experience working with historical buildings, sites and elements.
- n) It is highly desirable that Plans Examiners have experience working in rural County environments and communities.
- o) It is highly desirable that Plans Examiners have experience reviewing storm water erosion control, drainage and best management practice requirement for large and small grading projects.
- p) It is highly desirable to have additional plan review engineering staff with California Registration as a:
  - California Civil Engineer
  - California Structural Engineer
  - California Licensed Land Surveyor
  - California Electrical Engineer
  - California Architect
  - California Mechanical Engineer
- q) It is highly desirable to have additional plan review staff with the following professional certifications:
  - Fire Plans Examiner
  - Structural Plans Examiner
  - Residential Plans Examiner
  - Commercial Fire Sprinkler Plans Examiner
  - Residential Fire Sprinkler Plans Examiner
  - Commercial Fire Alarm Plans Examiner
  - LEED
  - Electrical Plans Examiner
  - Plumbing Plans Examiner
  - Mechanical Plans Examiner
  - Green Building Plans Examiner
  - SAP Certified through the CA Office of Emergency Services



**4.2. For building inspections,** Contractors shall provide experienced and trained staff to supplement the County's existing staff on an on-call, as-needed basis. The Contractor's building inspection staff shall be certified by the International Code Council or other appropriate recognized organization in accordance with AB 717 and possess a minimum of three (3) years of building code enforcement experience with a municipality or a private municipal Contractor.

- a) Contractor shall have a staff member that is a Certified Access Specialist (CASp) from the California Department of State Architect (DSA) with a minimum of three (3) years of disabled accessibility inspection experience. This staff member shall complete inspections for any assigned projects that have aspects related to California disabled accessibility requirements. This staff member shall complete CASp inspection services when requested by the County.
- b) The Building Director shall have the right of refusal of any staff member assigned by the Contractor. All building inspection staff members must have a commitment to efficiency and high standards of customer service.
- c) The Contractor inspection staff shall provide inspection services and assure that the construction meets the approved project plans and is in compliance with the latest adopted codes, policies and procedures. The Contractor shall be available to provide inspection services upon 48 hours' notice. The Contractor shall be available during an emergency or natural disaster to assist the County with inspection services.
- d) It is highly desirable that Building Inspectors have experience completing building and grading inspections for projects in high elevations with structural snow loading requirements, cold weather utility requirements and steep slope grading requirements. It is also highly desirable that Building Inspectors have experience completing building inspections on historical buildings, sites and elements.
- e) It is highly desirable that Building Inspection staff have experience working in rural County environments and communities.
- f) It is highly desirable that Building Inspection staff has experience inspecting storm water erosion control measures, drainage and best management practices for large and small grading projects.
- g) It is highly desirable to have building inspection staff with the following professional certifications:
  - Commercial Building Inspector
  - Residential Building Inspector
  - Commercial/Residential Mechanical Inspector
  - Commercial/Residential Plumbing Inspector
  - Commercial/Residential Electrical Inspector
  - Fire Marshal
  - Fire Inspector
  - Green Building/LEED Inspector
  - Permit Technician
  - SAP Certified through the CA Office of Emergency Services

**4.3. Building Official;** Contractor shall have a certified Building Official on staff that has a minimum of five (5) years of building department administration, budgeting and personnel experience working with a municipality or a private municipal contractor.

The scope of services for this person shall be similar to the job description for a Building Director employed with Nevada County.

- 4.4. **Permit Technician;** Contractor shall have a certified Permit Technician on staff that has a minimum of two (2) years of building department permit processing and basic administration experience working with a municipality or a private municipal contractor. The scope of services for this person shall be similar to the job description for a Permit Processing Technician employed with Nevada County.

## 5.0 ASSURANCE OF DESIGNATED STAFF

Proposer shall assure that the designated staff, including sub-consultants (if any), is used for this project. Departure or reassignment of, or substitution for, any member of the designated staff or sub-consultant(s) shall not be made without the prior written approval of the County.

## 6.0 GENERAL TERMS & CONDITIONS

- 6.1 **Standard Contract.** Upon completion of the evaluation and recommendation for award, the selected firm will be required to execute a Personal Services Contract, a draft of which is included as **Attachment C**.
- 6.2 **Independent Contractor.** At all times the Consultant shall represent himself/herself to be an independent contractor offering such services to the general public and shall not represent himself/herself, or his/her employees, to be an employee of the County of Nevada. Therefore, the Consultant shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the County of Nevada, its officers, agents, and employees, harmless from and against, any and all loss, cost (including attorney fees), and damage of any kind related to such matters.
- 6.3 **Publicity Clause:** Awarded firm(s) shall obtain prior written approval from the County for use of information relating to the County or any resulting Agreement in advertisements, brochures, promotional materials or media, press releases or other informational avenues.
- 6.4 **Non-Appropriation.** The County may terminate any resulting contract at the end of any fiscal year, June 30th, without further liability other than payment of debt incurred during such fiscal year, should funds not be appropriated by its governing body to continue services for which the contract was intended.
- 6.5 **Conflict of Interest.** The Consultant shall warrant that no official or employee of the County has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the County.
- 6.6 **Non-Collusion.** Firms submitting proposals shall warrant that their offer is made without any previous understanding, agreement or connection with any person, firm or corporation submitting a separate proposal for the same project and is in all respects

fair, without outside control, collusion, fraud or otherwise illegal action. This condition shall not apply to proposals which are submitted by firms who have partnered with others to submit a cooperative proposal that clearly identifies a primary contractor and the associated sub-contractors.

- 6.7 **Indemnification & Insurance Requirements.** The County's standard indemnification and insurance requirements are provided in the draft contract, **Attachment C**. All costs of complying with the insurance requirements shall be included in your pricing. The selected firm shall provide complete and valid insurance certificates within ten (10) days of the County's written request. Failure to provide the documents within the time stated may result in the rejection of the firm's proposal.
- 6.8 **Protests and Appeals.** Any actual or prospective proposer, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may appeal to the Director of Information & General Services. The protest shall be submitted in writing to the Director of Information & General Services within seven (7) business days after such aggrieved person or company knows, or should have known, of the facts giving rise thereto.

## 7.0 PROPOSAL FORMAT REQUIREMENTS

Each response to this RFP shall include the information described in this section. Provide the information in the specified order. Failure to include all of the elements specified may be cause for rejection. Additional information may be provided, but should be succinct and relevant to the goals of this RFP. Excessive information will not be considered favorably.

All copies of the proposal should be bound or contained in loose leaf binders. Document pages shall be 8-1/2 inches by 11 inches in size or folded to such a size. Use section dividers, tabbed in accordance with this Section as specified below.

- 7.1 **Cover Letter** with the following information:

- Title of this RFP
- Name and mailing address of firm (include physical location if mailing address is a PO Box)
- Contact person, Email address, telephone number, and fax number.

The County will use email to notify your firm of critical developments such as, notification of selection/non-selection, etc. Therefore, it is essential that you identify one or more contact persons who has frequent access to email. The County will not be responsible for delivery failure of email due to firewalls, spam filters, or individuals' failure to retrieve email messages. The County will not attempt to re-deliver any messages which fail due to no fault of the County.

- 7.2 **Signature Requirements** - The Cover Letter must be signed by an officer empowered by the Consultant to sign such material and thereby commit the Consultant to the obligations contained in the RFP response. Further, the signing and submission of a response shall indicate the intention of the proposer to adhere to the provisions described in this RFP and a commitment to enter a binding contract.

- Proposals submitted on behalf of a Partnership shall be signed in the firm name by a partner or the Attorney-In-Fact. If signed by the Attorney-In-Fact, there shall be attached to the proposal a Power-Of-Authority evidencing authority to sign proposals, dated the same date as the proposal and executed by all partners of the firm.
- Proposals which are submitted on behalf of a Corporation shall have the correct corporate name thereon and the actual signature of the authorized officer of the corporation written (not typed) below the corporate name. The title of the office held by the person signing for the corporation shall appear below the signature of the officer.
- Proposals which are submitted by an Individual doing business under a firm name (“dba”) shall be signed in the name of the individual doing business under the proper firm name and style.

7.3 **TAB A: Firm’s Qualifications** – Describe the firm and provide a statement of the firm's qualifications for performing requested consulting services. Identify the services which would be completed by your firm's staff and those that would be provided by sub-consultants, if any. Identify any sub-consultants you propose to utilize to supplement your firm's staff. Include the Firm’s Organization Chart, including its constituent parts, and size variation of staffing levels in the past five years.

7.4 **TAB B: Services -**

- Itemize the complete list of services to be provided.
- Note instances where services exceed the scope or detail offered in this proposal.
- Note instances where services do not meet the scope offered in this proposal.
- Describe how continual staff development and training is provided.
- Address instances where possible cost efficiencies may be gained, quality may be improved or County may otherwise benefit from adopting your proposal over the generally listed terms of this RFP.

7.5 **TAB B: Experience and References –**

- Provide examples and references that substantiate your (organization’s) experience in providing the types of service requested in this proposal. This needs to be detailed and verifiable. Provide at least three (3) references, preferably of California County Building Departments and/or Community Development Agencies for which you have provided the services requested in this RFP. Include the name, email, and telephone number of contact persons.
- Provide ten (10) references of commercial, industrial, residential and grading projects that you have completed plan review and building inspections on in the last five (5) years.
- Please describe any current, pending or past litigation (within the last 10 years) that the organization has been, is, or is expected to be a party to.

7.6 **TAB C: Qualifications of Team –**

- Provide names, resumes and qualifications of key employees to be assigned to this work.
- Provide a staffing plan for meeting the requirements.
- Provide other relevant information that can aid County in its selection process.

- d. Provide an itemized list of all municipalities, agencies and businesses you are currently contracted with for building plan review, inspection and administration services.
- 7.7 **TAB D: Project Plan** – Provide a detailed discussion of your firm’s approach to the successful implementation of this project. Include thorough discussions of methodologies you believe are essential to accomplishing this project. Include a proposed work schedule to accomplish all of the required tasks within the desired timeline. Identify the staff who would be assigned to each task, including sub consultants.
- 7.8 **TAB E: Required Statements** – This section must include the statements identified below. For your convenience, you may complete and return **Attachment A**.
- A. A statement that the submitting firm will perform the services and adhere to the requirements described in this RFP, including any addenda (**reference the addenda by date and/or number**).
  - B. Subsequent to award of this RFP, all or part of any submittal may be released to any person or firm who may request it, as prescribed by the State of California Public Records Act (PRA). Proposers shall include a statement that describes the specific portion(s) of their submittal that they consider exempt from disclosure under the PRA. In the event the County receives a PRA request for documents that may include some or all of the submittal, the County will consider the proposer’s statement, but will make its own determination as to what will be released. County will then notify the submitting firm of its determination, and provide the submitting party with 10 days in which to seek legal remedies to prevent such disclosure.
  - C. Include a statement of assurance that you will not substitute members of your designated team without approval by Nevada County staff (per **Section 5.0**)
  - D. Include a statement which declares there is no Conflict of Interest (per **Section 7.5**)
  - E. Provide a statement attesting there has been no Collusion (see **Section 7.6**)
  - F. Indicate your ability and agreement to fulfill the indemnification and insurance requirements contained in the draft contract (**Section 7.7**). (Please note that actual Certificates of Insurance are not required as part of your submittal.)
  - G. Provide a statement certifying that your firm is not currently subject to debarment under Title 49, Code of Federal Regulations, Part 29
- 7.9 **TAB F: Exceptions** – Describe any and all proposed exceptions, alterations or amendments to the Scope of Work or other requirements of this RFP, including the Draft Contract (**Attachment C**). The nature and scope of your proposed exceptions may affect the evaluation of your submittal and the County’s determination of whether it is possible to successfully negotiate a contract with your firm/individual.
- 7.10 **Cost Proposal** – Cost Proposals must be submitted with your proposal.

When preparing your Cost Proposal, use the form provided in **Attachment B** and provide the proposed costs for each category specified.

**All cost proposals shall be signed and dated per Section 7.2 above.**

## 8.0 SUBMITTAL INSTRUCTIONS

8.1 Your submittal package must include the following:

- **Four (4) printed copies** of your proposal
- **Submit one (1) copy of complete proposal in PDF format to:**  
[submit.proposal@m1.nevcounty.net](mailto:submit.proposal@m1.nevcounty.net)

**Note: This email address is to be used only for proposal submission.**

**Failure to provide both the hard copies and electronic copy may deem your proposal to be considered non-responsive.**

8.2 Proposals shall be submitted not later than the time and date indicated on the cover page of this RFP. All submittals shall be submitted in a sealed envelope or container and clearly marked with the RFP number and title on the outside of the parcel.

8.3 Proposals must be submitted ONLY to:

Nevada County Dept. of Information & General Services  
Purchasing Division  
950 Maidu Avenue  
Nevada City, CA 95959

8.4 Faxed proposals shall not be accepted.

8.5 The County of Nevada shall not be responsible for proposals delivered to a person or location other than that specified herein.

8.6 Late submittals will not be accepted or considered.

8.7 All submittals shall be submitted in a sealed envelope or container, and clearly marked with the RFP number and title on the outside of the parcel.

8.8 All submittals, whether selected or rejected, shall become the property of Nevada County and will not be returned.

8.9 The County reserves the right to waive minor defects and/or irregularities in proposals, and shall be the sole judge of the materiality of any such defect or irregularity.

8.10 All costs associated with proposal preparation shall be borne by the offeror.

8.11 All proposals shall remain firm for **one hundred twenty (120) days** following the closing date for the receipt of proposals.

**9.0 EVALUATION CRITERIA**

9.1 Evaluation of Written Proposals – Upon review of the written proposals, the County will use the following evaluation criteria and rating points to determine the most highly qualified firm(s).

<b><u>Evaluation Criteria – Written Proposals</u></b>	<b><u>Maximum Points Possible</u></b>
A. Experience and qualifications of firm (per Sections 7.3 and 7.5)	25
B. Experience and qualifications of proposed staff (per Section 7.6)	30
C. Understanding of the project – Proposed Project Plan (per Section 7.4 and 7.7)	25
D. Proposed Cost (per Section 7.10)	20
<b>Total Possible Points:</b>	<b>100</b>

Nevada County's Local Vendor Preference policy shall not be considered in the evaluation of responses to this RFP.

**10.0 SELECTION PROCEDURE**

- 10.1 Submittals will be reviewed for responsiveness, and responsive submittals will further be screened by a selection committee in accordance with the above criteria.
- 10.2 The County reserves the right to make an award without further discussion of the submittal with the proposer. Therefore, the proposal should be submitted initially on the most favorable terms that the firm or individual might propose.
- 10.3 The County reserves the right to award a contract to the firm(s) that presents the best qualifications and whose proposal best accomplishes the desired results.
- 10.4 The County reserves the right to reject any or all proposals, or to waive minor irregularities in said proposals, or to negotiate with the successful firm(s). In the case of differences between written words and figures in a proposal, the amount stated in written words shall govern. In the case of a difference in unit price versus the extended figure, the unit price shall govern.
- 10.5 The County will notify all proposers whether or not they are selected for the subject work. Email is the County's preferred method of communication for all stages of the RFP process.

# EXHIBIT "B"

## Consultant Response to the RFP

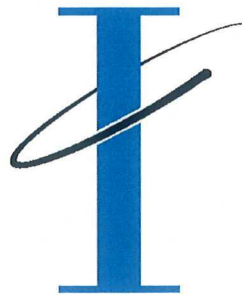
A handwritten signature in blue ink, appearing to be 'AS', is written over a horizontal line.A single, vertical handwritten mark in blue ink, resembling a checkmark or a stylized '1', is located in the bottom right corner of the page.



April 24, 2018

Response to Request for Proposals for  
Professional Plan Review and  
Building Inspection Services on an As Needed Basis

Prepared for  
Nevada County  
Community Development Agency  
Building Department  
950 Maidu Avenue  
Nevada City, CA 95959



By  
Interwest Consulting Group  
Ron Beehler, SE, CBO  
Director, Building Safety Services  
1613 Santa Clara Drive, Suite 100  
Roseville, CA 95661  
916.273.4663

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

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## COST PROPOSAL

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April 28, 2018



Desiree Belding  
Nevada County Procurement  
950 Maidu Avenue  
Nevada City, CA 95959

**Re: RFP for Professional Plan Review and Building Inspection Services on an As-Needed Basis**

Dear Desiree,

We understand that the County of Nevada Community Development Agency – Building Department seeks professional firms to provide as-needed plan review and building inspection services, as well as providing on-site staffing at County offices when the need arises.

Interwest Consulting Group proposes to provide these services to the County. Our talented staff of Licensed Structural, Mechanical, Electrical and Fire Protection Engineers, Certified Building Officials, Certified Plans Examiners, Certified Building Inspectors, Certified Permit Technicians and Architects have extensive experience providing plan review and inspection services for projects large and small. Our building inspectors are certified journeyman-level inspectors experienced working with contractors and designers to assure code compliance. Our plans examination staff have years of experience providing plan review services, and have the skills needed to accurately and efficiently plan-review complex building projects. All of our staff have a customer service focus, always looking out for the best interest of the communities and clients we serve.

Interwest has experience working with Nevada County. Our Building Safety team provided on-call Plan Review and Inspection services in 2016 - 2017. Additionally, our GIS team previously provided GPS and ArcGIS Server Application Development services in 2009, and we provided GIS Web Application Replacement and Geodatabase Development services from 2010 through 2011.

Interwest is also a local company. Our Roseville office, dedicated almost exclusively to building plan review and inspection services, is just 45 miles from the County facility. Ron Beehler, SE, CBO, will serve as Project Manager / CBO and the primary contact for all matters related to this proposal. I am an authorized agent of the firm and can contractually bind Interwest. Contact information is as follows:

Ron Beehler, Principal in Charge  
1613 Santa Clara Drive, Suite 100 | Roseville, CA 91665  
P | 916.273.4663 F | 916.781.7597 | E | rbeehler@interwestgrp.com

We have read and understood the County's RFP, and are committed to providing quality services to the County. Interwest Consulting Group will strive to exceed your expectations by:

- Providing all services in a **cost-effective manner**
- Providing **qualified and experienced professional personnel** who have the ability to effectively communicate and explain relevant code requirements
- Providing a **high level of customer service** for internal and external customers

- Balancing the need to ensure conformance to standards and regulations with the need for **predictability, uniformity and efficiency.**

Please feel free to contact me at 916.204.3178 if you have any questions concerning our qualifications or the proposal. This proposal shall remain firm for 120 days following the closing date of this submittal. We look forward to the opportunity to serve the County of Nevada.

Sincerely,

INTERWEST CONSULTING GROUP



Ron Beehler, SE, CBO  
Director, Building Safety Services

## Firm Qualifications

*As Requested: Describe the firm and provide a statement of the firm's qualifications for performing requested consulting services. Identify the services which would be completed by your firm's staff and those that would be provided by sub-consultants, if any. Identify any sub-consultants you propose to utilize to supplement your firm's staff. Include the Firm's Organization Chart, including its constituent parts, and size variation of staffing leveling in the past five years.*



Interwest Consulting Group (Interwest) has extensive experience and a proven track record of successfully providing plan review, building inspection, building official and permit technician services to public agencies. Interwest has been in business since 2002 and was founded by individuals with a passion for serving municipalities. Our 350 plus employees span a multitude of disciplines, roles and job placements to municipalities within building and safety and public works departments throughout California.

Our services are specifically tailored to fit the needs of our client, which is why we can provide a single staff member or a complete team to help you reach your goals. For the County of Nevada, we will not be utilizing any sub-consultants to provide the requested Building Plan Review, Building Inspection, Building Official and Permit Technician services.

We provide a full range of services to more than 100 public agencies throughout California including:

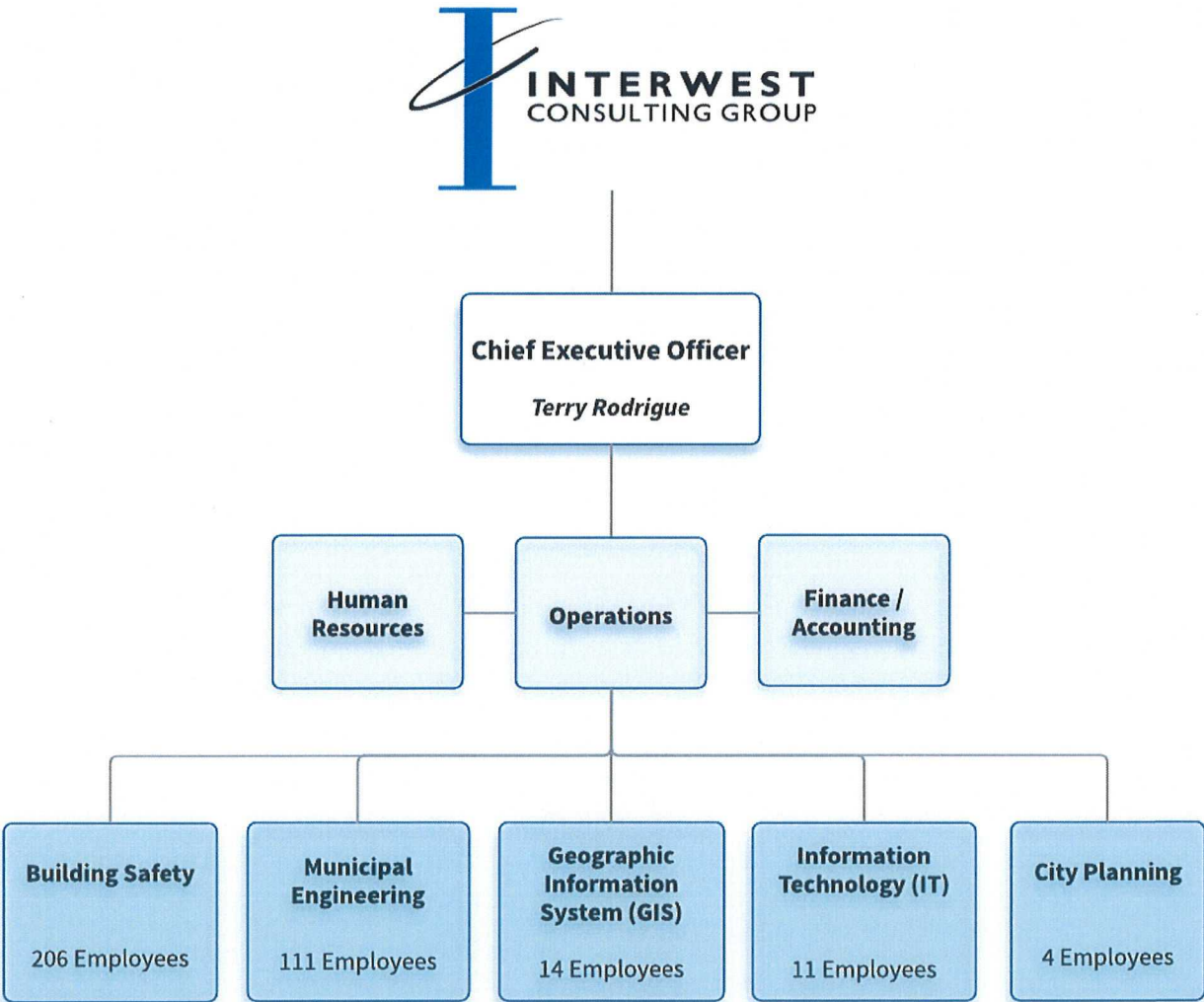
- Building and Safety Plan Review, Inspection, and Permit Technician Services
- Fire Prevention Plan Check and Inspection
- Civil Plan Review and Inspection
- Municipal Engineering
- Capital Project Improvement Program Management
- City Planning
- Information Technology (IT)
- Real Estate Services
- Geographic Information System (GIS)
- Transportation Program Management and Funding Assistance

We offer experienced and licensed engineers, highly qualified and ICC certified building officials and plan examiners, seasoned ICC Certified inspectors as well as ICC certified building technicians with extensive experience. All of our personnel are knowledgeable jurisdictional staff and understand the procedures, policies, and deadlines necessary to keep building departments running smoothly. We work strictly for public agency clients, thus avoiding any conflict of interest.

As municipal consultants to many jurisdictions, Interwest staff is highly adaptive to all processes and procedures and quickly and seamlessly assimilates to your specialized requirements. All personnel are cross-trained in municipal operations to successfully bridge across departments and are accustomed to partnering, assisting, and coordinating with Planning, Public Works, Code Enforcement and other vital staff and departments.

With extensive backgrounds in providing building support services for a wide array of projects, our personnel are familiar with construction, utilizing all types of state-of-the-art structural systems as well as the latest technology in mechanical and electrical systems. Staff project experience ranges from large single-family dwellings to large multi-story buildings, including numerous California schools, colleges, OSHPD3 clinics and essential service buildings, commercial buildings, corporate campuses, and industrial facilities.

**ORGANIZATION CHART**



In the past 5 years, our staffing levels have changed from 140 employees to over 350 at the time of this proposal submittal.

## INTERWEST OFFICE LOCATIONS



Interwest has fully staffed offices in three Western States, with nine (9) offices in California.

### NORTHERN CALIFORNIA

9300 W. Stockton Blvd., Suite 105  
**Elk Grove**, CA 95758  
 916.683.3340 Phone

6280 W. Las Positas Blvd, Suite 200  
**Pleasanton**, CA 94588  
 925.462.1114 Phone

1613 Santa Clara Drive, Suite 100  
**Roseville**, CA 95661  
 916.781.6600 Phone

### CENTRAL CALIFORNIA

1171 W. Shaw Ave., Suite 102  
**Fresno**, CA 93711  
 559.448.9839 Phone

### COLORADO

P.O. Box 18330  
**Boulder**, CO 80308  
 303.444.0524 Phone

1218 Ash Street, Suite A  
**Windsor**, CO 80550  
 970.674.3300 Phone

### SOUTHERN CALIFORNIA

15140 Transistor Lane  
**Huntington Beach**, CA 92649  
 714.899.9039 Phone

1500 S Haven Ave., Suite 220  
**Ontario**, CA 91761  
 909.705.5957

431 S. Palm Canyon Drive, Suite 200  
**Palm Springs**, CA 92262  
 760.417.4329 Phone

316 Tejon Place  
**Palos Verdes Estates**, CA 90274  
 714.899.9039 Phone

9519 Chamberlain Street  
**Ventura**, CA 93004  
 805.659.0017 Phone

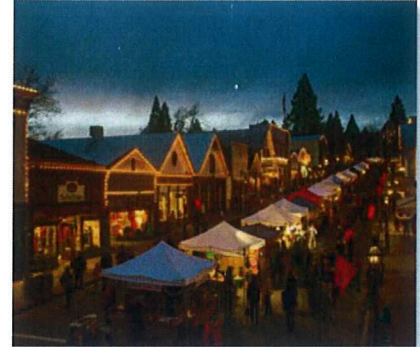
### NEVADA

4815 W. Russell Road, Suite 11K  
**Las Vegas**, NV 89118  
 702.476.2200 Phone

## Services

**As Requested:** *Itemize the complete list of services to be provided.*

Interwest Consulting Group understands the County of Nevada Community Development Agency – Building Department is seeking qualified firms to provide supplemental plan review and building inspection services, with a certified Building Official and certified Permit Technician on-call as needed. We understand that the County’s intent is to provide timely, efficient and effective service by supplementing Building Department staff on an as-needed basis for plan check and building inspection services.



Interwest proposes to provide an experienced team to deliver these comprehensive plan review and inspection services. Our team will work directly with the County’s Building Official or designee to provide services throughout the lifetime of the project to ensure uninterrupted, efficient, and cost-effective Building Department services to the County. Our plan review and building inspection team will partner with County staff to provide successful plan reviews and building inspections, minimize response times and improve customer service.

We understand the following Scope of Services is to be provided. We are committed to providing all of the services listed in the Scope of Services, and we have proposed a highly qualified team that has the experience, skills, certifications and training to do so.

### SCOPE OF SERVICES

#### PLAN REVIEW

- a) *Conduct initial plan review and all subsequent reviews for design integrity and code compliance with the adopted edition of the applicable California Building Codes, Part 1 through 12, Standards, State Housing Laws, Title 25, local ordinances and appendices adopted by the County within time frames specified by the County.*
- b) *Review plans for all types of fire protection systems, fire and life safety, and compliance with state and local hazardous materials regulations.*
- c) *Review structural calculations, soils reports, geotechnical, grading, onsite improvements, energy calculations/reports, disabled accessibility requirements, green building standards, County adopted ordinances and policies, and other project related information provided by the applicant or the County.*
- d) *Identify items needing clarification or correction to achieve compliance with applicable regulations, codes and standards, and provide a written report of these items, including referenced code sections. The reports completed shall be clear, concise and not contain a multitude of general notes that do not reflect conditions specific to the project.*
- e) *Coordinate the resolution of identified deficiencies with the applicant and County. Upon request by the County, shall attend any required meetings connected with the plan review or field inspection of the projects.*



- f) *The standard turnaround time for assigned plan reviews shall be ten (10) business days for initial review, and five (5) business days for rechecks. Expedited plan review for initial review and rechecks may be requested with a turnaround time of not more than (5) business days. Contractors shall pick up and deliver plans to the department unless alternate arrangements are approved by the Director of the Building Department.*
- g) *The Contractor shall utilize employees to perform the plan reviews who are certified as Plans Examiners through the International Code Council and who are provided with a reasonable degree of annual training in accordance with the requirements of AB 717 (California Health and Safety Code 18965 et seq). A California Registered Engineer or Licensed Architect employed by the Contractor shall review the portion of plans that involve engineering design and calculations. Plans Examiners shall have a minimum of three (3) years of plan review experience with a municipality or a private Contractor.*
- h) *Projects shall be assigned at the sole discretion of the Building Director or designee. The County may use its own employees and/or other independent Contractors to perform plan reviews in addition to any such work assigned to a Contractor. The volume of plan review is dependent upon economic conditions that are outside the control of the County. Consequently, there is no guarantee provided as to the minimum or maximum volume of work that may be assigned to the Contractor within any given time period.*
- i) *In the course of the plan review process, the Contractor shall avoid situations involving an actual or potential conflict of interest, shall act as an agent and a deputy of the Building Director, and shall act in the interests of the County and the citizens of Nevada County. Contractors shall provide no services for any private client within the unincorporated boundaries of the County during the contract period.*
- j) *Contractor shall have a staff member that is a Certified Access Specialist (CASP) from the California Department of State Architect (DSA) with a minimum of three (3) years of disabled accessibility plan review experience. This staff member shall review any assigned projects that have aspects related to California disabled accessibility requirements.*
- k) *The Building Director shall have the right of refusal of any staff member assigned by the Contractor. All staff members must have a commitment to efficiency and high standards of customer service.*
- l) *The Contractor shall have the ability to complete plan review digitally using Adobe PDF and shall have staff with previous experience completing reviews digitally. The Contractor shall have the ability to securely transfer digital files without the use of email to the County with a minimum attachment size of 100MB.*
- m) *It is highly desirable that Plans Examiners have experience working with projects in high elevations with structural snow loading requirements, cold weather utility requirements and steep slope grading requirements. It is also highly desirable that Plans Examiners have experience working with historical buildings, sites and elements.*
- n) *It is highly desirable that Plans Examiners have experience working in rural County environments and communities.*
- o) *It is highly desirable that Plans Examiners have experience reviewing storm water erosion control, drainage and best management practice requirement for large and small grading projects.*
- p) *It is highly desirable to have additional plan review engineering staff with California Registration as a:*
  - *California Civil Engineer*

- California Structural Engineer
  - California Licensed Land Surveyor
  - California Electrical Engineer
  - California Architect
  - California Mechanical Engineer
- q) *It is highly desirable to have additional plan review staff with the following professional certifications:*
- Fire Plans Examiner
  - Structural Plans Examiner
  - Residential Plans Examiner
  - Commercial Fire Sprinkler Plans Examiner
  - Residential Fire Sprinkler Plans Examiner
  - Commercial Fire Alarm Plans Examiner
  - LEED
  - Electrical Plans Examiner
  - Plumbing Plans Examiner
  - Mechanical Plans Examiner
  - Green Building Plans Examiner
  - SAP Certified through the CA Office of Emergency Services

## **BUILDING INSPECTIONS**

*Contractors shall provide experienced and trained staff to supplement the County's existing staff on an on-call, as-needed basis. The Contractor's building inspection staff shall be certified by the International Code Council or other appropriate recognized organization in accordance with AB 717 and possess a minimum of three (3) years of building code enforcement experience with a municipality or a private municipal Contractor.*

- a) *Contractor shall have a staff member that is a Certified Access Specialist (CASP) from the California Department of State Architect (DSA) with a minimum of three (3) years of disabled accessibility inspection experience. This staff member shall complete inspections for any assigned projects that have aspects related to California disabled accessibility requirements. This staff member shall complete CASP inspection services when requested by the County.*
- b) *The Building Director shall have the right of refusal of any staff member assigned by the Contractor. All building inspection staff members must have a commitment to efficiency and high standards of customer service.*
- c) *The Contractor inspection staff shall provide inspection services and assure that the construction meets the approved project plans and is in compliance with the latest adopted codes, policies and procedures. The Contractor shall be available to provide inspection services upon 48 hours' notice. The Contractor shall be available during an emergency or natural disaster to assist the County with inspection services.*
- d) *It is highly desirable that Building Inspectors have experience completing building and grading inspections for projects in high elevations with structural snow loading requirements, cold weather utility requirements and steep slope grading requirements. It is also highly desirable that Building Inspectors have experience completing building inspections on historical buildings, sites and elements.*

- e) *It is highly desirable that Building Inspection staff have experience working in rural County environments and communities.*
- f) *It is highly desirable that Building Inspection staff has experience inspecting storm water erosion control measures, drainage and best management practices for large and small grading projects.*
- g) *It is highly desirable to have building inspection staff with the following professional certifications:*
  - *Commercial Building Inspector*
  - *Residential Building Inspector*
  - *Commercial/Residential Mechanical Inspector*
  - *Commercial/Residential Plumbing Inspector*
  - *Commercial/Residential Electrical Inspector*
  - *Fire Marshal*
  - *Fire Inspector*
  - *Green Building/LEED Inspector*
  - *Permit Technician*
  - *SAP Certified through the CA Office of Emergency Services*

#### **BUILDING OFFICIAL**

*Building Official; Contractor shall have a certified Building Official on staff that has a minimum of five (5) years of building department administration, budgeting and personnel experience working with a municipality or a private municipal contractor. The scope of services for this person shall be similar to the job description for a Building Director employed with Nevada County.*

#### **PERMIT TECHNICIAN**

*Permit Technician; Contractor shall have a certified Permit Technician on staff that has a minimum of two (2) years of building department permit processing and basic administration experience working with a municipality or a private municipal contractor. The scope of services for this person shall be similar to the job description for a Permit Processing Technician employed with Nevada County.*

*As Requested: Note instances where services exceed the scope or detail offered in this proposal.*

In addition to meeting all of the specifications identified in the project scope, Interwest offers the following benefits to our plan review and inspection clients.

#### **GREEN BUILDING STANDARDS**

Our staff is familiar with the incorporation of CALGreen building criteria into project designs and the resulting potential impact as they relate to the building codes. In addition, staff members have participated in the development of various “green” standards for super adobe, rammed earth, and straw bale construction, to name a few.

#### **LEED**

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design, construction, operations and maintenance solutions. LEED certification consists of a number of different rating systems that apply to many building types—commercial as well as residential—and measures how well a building performs across many sustainability metrics including: energy

savings, water efficiency, CO2 emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

## **ENERGY COMPLIANCE**

Our engineers and plan reviewers are up-to-date on all California Energy Code requirements as they relate to both new and remodeled residential and commercial projects. The Energy Efficiency Standards for Residential and Nonresidential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

## **FIRE PROTECTION SERVICES**

Experienced, licensed professional fire protection plans examiners are available to handle your workload. Our staff can check plans for compliance with all applicable fire code and standard requirements, including but not limited to the following:

- California Fire Code (CFC)
- California Building Code (CBC)
- Local amendments and policies related to the CFC and CBC
- Adopted National Fire Protection Standards
- California Health and Safety Code
- Appropriate listings (CSFM, U.L., etc.) as directed
- Fire Department Standards
- National Fire Protection Referenced Standards pursuant to the above Codes
- Municipal, State or Federal regulations enforced by the jurisdiction

Our team is also prepared to provide plan review services with emphasis on fire prevention, fire protection and life safety for a variety of plan review types including the following:

- Underground Fire Piping
- Fire Alarm Systems
- Flow and Tamper Alarm Systems
- New Building Plans
- Fire Sprinkler Systems
- Tenant Improvements
- Underground Fire Systems

Interwest Consulting Group will furnish assigned personnel with all materials, resources and training necessary to conduct fire plan reviews, including a current copy of applicable jurisdiction amendments, Department standards, policies, procedures and forms. We will contact the jurisdiction's representative with any questions or if alternative arrangements are requested.

***As Requested:*** Note instances where services do not meet the scope offered in this proposal.

We commit to providing services that meet all the requirements listed in the project scope.

***As Requested:*** Describe how continual staff development and training is provided.

Education and certification are at the very core of our company. We encourage staff to participate in and contribute to the many associations important to the industry. Knowing technical excellence and proficiency is vital to public service. Attendance at specialized training classes, update seminars and industry-related conferences are all part of the Interwest dedication to growing our people to be the

best. Many of our staff provide training and hold or have held key positions within the groups listed below.

- League of California Cities
- California Association of Building Officials
- International Code Council
- ICC Chapters of: Sacramento Valley, Shasta Cascade, Napa Solano, San Joaquin, Yosemite, Foothill, East Bay, Peninsula, Los Angeles Basin, Coachella, and Orange Empire
- Institute of Transportation Engineers
- County Building Officials of California
- California Stormwater Quality Association
- California Water Environment Association
- SEAOSC, SEONC
- American Public Works Association

*As Requested: Address instances where possible cost efficiencies may be gained, quality may be improved or County may otherwise benefit from adopting your proposal over the generally listed terms of this RFP.*

## **QUALITY CONTROL**

The services we provide are always closely coordinated and monitored to ensure we meet or exceed the service levels desired by the County, but also stay within the financial capacity of your operating budget. We have broad experience and “hands on” knowledge of municipal budgeting, specifically related to expenditures and cost recovery associated with private development processing and permitting. We will work in close partnership with the County tailoring our services and deployment of staff to match the allocated budget.

A crucial project control involves generating timely invoices tailored to County needs. We closely track all operations at each location monitoring project timesheets, invoices, as well as project (plans) tracking via a customized database with routine oversight by the assigned manager. This critical information keeps us within budget, provides knowledge of when to staff up or down, and ensures all projects are reviewed and returned in a timely manner.

## **ELECTRONIC PLAN CHECK SERVICES**

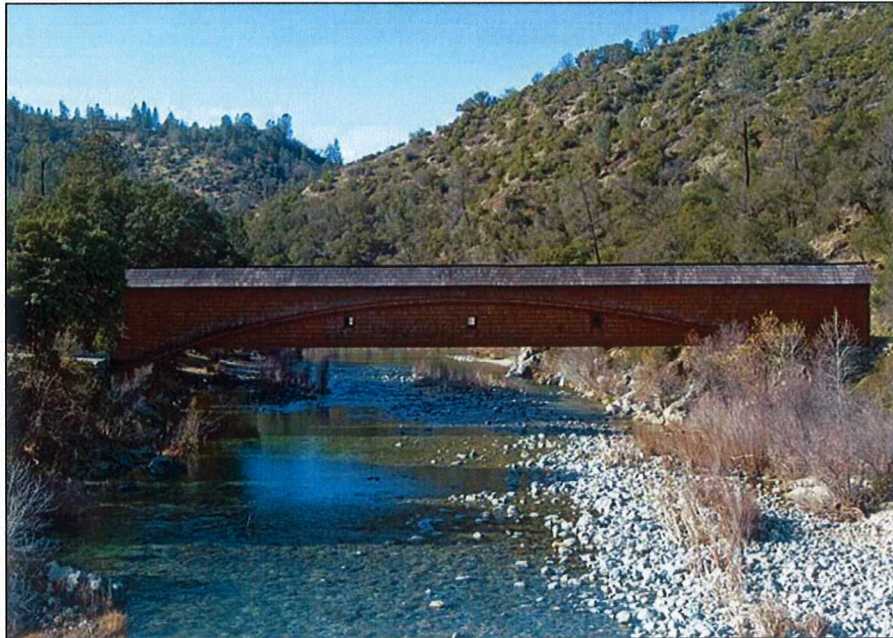
Interwest Consulting Group currently provides electronic permitting and plan review services for multiple jurisdictions. We have found the jurisdictions with whom we work, including their respective customers, have a wide range of needs and expectations regarding electronic plan review and permitting services. We have found jurisdictions that have primarily light commercial and residential development, simply need access to our FTP site to allow their Applicant’s to upload digital content directly to our staff. We provide this service at no additional cost to our clients.

With the plethora of commercially available FTP sites available for electronic file hosting at nominal costs there is no longer a need for agencies to purchase or lease expensive proprietary systems.

## SPECIAL PROJECTS

Interwest Consulting Group is able to accommodate special project plan review needs such as fast-track, multi-phased, or accelerated plan reviews. We establish project specific turn-around goals and procedures with jurisdiction staff for these types of projects based on the complexity of the projects as well as the construction schedule.

Interwest Consulting Group's staff of engineers and plans examiners will work with the County as well as with applicants and designers to resolve all plan review issues. Our staff will deal directly with applicants and their designers during the plan review process to resolve all issues. Interwest Consulting Group will furnish assigned personnel with all materials, resources and training necessary to conduct plan reviews, including a current copy of the applicable County amendments, policies, procedures and forms.



## Experience & References

*As Requested: Provide examples and references that substantiate your (organization's) experience in providing the types of service requested in this proposal. This needs to be detailed and verifiable. Provide at least three (3) references, preferably of California County Building Departments and/or Community Development Agencies for which you have provided the services requested in this RFP. Include the name, email, and telephone number of contact persons.*

### COUNTY & CITY REFERENCES

We have provided eight (8) California County and City references who can attest to Interwest's ability to provide services nearly identical in scope to those we propose to the County of Nevada.

#### Butte County

**Nancy Springer, CBO**  
 nspringer@buttecounty.net  
 530.538.7159

#### Napa County

**Mike Zimmer, CBO**  
 mike.zimmer@countyofnapa.org  
 707.253.4417

#### Fresno County

**Chuck Jonas, CBO**  
 cjonas@co.fresno.ca.us  
 559.693.1002

#### City of Napa

**Darrell Mayes**  
 dmayes@cityofnapa.org  
 707.257.7327

#### Placer County

**Tim Wegner, CBO**  
 twegner@placer.ca.gov  
 530.745.3010

#### City of Folsom

**Scott Zangrando**  
 szangrando@folsom.ca.us  
 916.461.6225

#### City of Woodland

**Paul Siegel, CBO**  
 dpaulsiegel@cityofwoodland.org  
 530.661.5820

#### City of Sacramento

**Winfred DeLeon**  
 wdeleon@cityofsacramento.org  
 916.808.5475

#### City of San Ramon

**Vance Phillips, CBO**  
 vphillips@sanramon.ca.gov  
 925.973.2580

#### City of Rancho Cordova

**Joe Cuffe, CBO**  
 jcuffe@cityofranhocordova.org  
 916.851.8866

*As Requested: Provide ten (10) references of commercial, industrial, residential and grading projects that you have completed plan review and building inspections on in the last five (5) years.*

Interwest Consulting has been providing plan check and building inspections services since 2002. Below you will find a sampling of projects recently completed by personnel proposed to provide building and safety plan review and building inspection services to the County of Nevada. Projects include numerous agricultural, industrial, manufacturing and other non-residential projects. We have also provided plan review and inspection services for multiple master plan development projects and publicly owned building projects. Additional listings of projects for which our proposed staff have provided plan review and/or inspection services for is available upon request.

**Downtown Commons Tower**

SACRAMENTO, CA

Occupancy Type: A-2, A-3, B, M, R-1, R-2, S, S-2  
Type of Construction: I-A  
Stories/Height: 16 plus two levels of below-grade parking  
Building Area: 634,357 SF



Interwest provided plan review services for this 16-story mixed-use tower located adjacent to the new Sacramento Kings arena and a significant component of the new Downtown Commons. This reinforced concrete tower includes two levels of subterranean parking. The first three levels include retail space, restaurant space, hotel lobbies, conference rooms, ballrooms, a pool deck and back-of-house spaces. Level 4 will comprise office space. Levels 5 through 10 will be hotel space, and Level 11 through 16 will comprise the residential (R-2) space. Interwest provided complete plan review services for this project on behalf of the City of Sacramento. Interwest staff have successfully assisted the City, the design team and the Owner to implement and execute a very aggressive phased permitting schedule, allowing this significant and complicated project to move quickly into construction well in advance of a complete design package.

**Cal ISO Headquarters**

FOLSOM, CA

Occupancy Type: A-2, A-3, B, S-1  
Type of Construction: I-B  
Stories/Height: Multi  
Building Area: 277,000 SF



Interwest provided complete plan review services and consultation services for this \$115 million facility complex. This project achieved LEED Platinum rating from the US Green Building Council. The site is 25 acres with three seismically separated wings encompassing approximately 277,000 gross square feet, with four levels. Each wing is constructed using a different structural system: Precast concrete bearing walls, structural steel special moment resisting frames, and hybrid precast concrete moment frames (or PRESSS). The PRESSS system was not recognized in the current code, and was reviewed and approved under an alternate materials request. Interwest provided all plan review services for this state-of-the-art, award-winning, multi-story office complex which included a multi-level post tensioned parking structure.





## Woodland Courthouse

WOODLAND, CA

Occupancy Type:	A, B, S-2, I-3
Type of Construction:	I-A
Stories/Height:	5 Stories & Basement
Building Area:	180,000 SF



Interwest provided plan review services during the working drawing phase and provided construction phase services for the new Woodland Courthouse, a 180,000 SF Type I-A building comprising five stories plus a basement, with an estimated total cost of \$161.4 million. The building is assigned to Risk Category III, and houses Occupancy Groups A, B, S-2 and I-3. The steel-framed structure is supported on deep foundations comprised of augured, pressure-grouted piles. The steel superstructure is a building frame system relying upon special steel moment frames for lateral support.

## UC Merced – 2020 Campus Expansion Project

MERCED, CA

Occupancy Type:	<i>Multiple</i>
Type of Construction:	<i>Multiple</i>
Stories/Height:	12 buildings / <i>various</i>
Building Area:	790,000 SF (total)



Interwest was selected to provide plan review services and inspection services for the University's \$1.3 Billion 2020 Campus Expansion Project. This project is spread over 790,000 square feet distributed over 12 separate buildings and will provide significant amounts of new teaching and research facilities, housing, athletics and support space for UC Merced. The ultimate result will be a vibrant, collaborative and sustainable campus that can accommodate 10,000 students. The new construction will nearly double physical capacity of the campus, with an anticipated completion date of Fall 2020.

The project objective is to work with the developer in achieving code compliant buildings in a timely manner while adjusting and remaining flexible for this aggressive delivery. The effort includes LEED Gold certified space plus infrastructure, and will be delivered in three phases:

- “First Delivery” includes 700 new student beds, a 600-seat multipurpose dining facility, new classrooms and 940 new parking spaces.
- “Second Delivery” is 150,800 assignable square feet in size and includes a new wet-laboratory, computational laboratory buildings with faculty offices, and an outdoor competition field.
- “Substantial Completion” is 478,000 assignable square feet in size and includes a new wet-lab building with faculty offices and classrooms, 980 new beds in student housing, 630 new parking spaces, a conference center, a dedicated transit hub for buses, a new wellness center, an enrollment center, expansion of the existing Early Childhood Education Center, a swimming pool, three tennis courts and four basketball courts.

Project highlights include:

- Adopt an aggressive construction schedule that results in substantial completion by 2020 with approximately 790,000 assignable square feet
- Provide mixed-use facilities that allow for interdisciplinary scholarly activities and result in a unique, dynamic, and inspiring environment for students, faculty, and staff
- 1,700 beds of Student Housing
- LEED Gold minimum - “Triple Net Zero” goal (zero net energy usage, zero landfill waste and zero net greenhouse gas emissions by 2020). The campus has been recognized by the U.S. Green Building Council as one of the greenest in the nation.
- Recreation, dining and student life amenities including an NCAA-II class competition pool and competition field

Interwest has developed and implemented a complete building department system with the added challenge of a quick time frame and a custom solution for this design/build model. This required us to reach beyond typical building department norms and embrace this new model and the unique process flow of information. The final solution included a robust plan review, permit issuance, and building inspection tracking system for all fire and building components as well as, plan review and inspections for all utility systems by Interwest. Lastly, a custom software system specific to the UC Merced 2020 project also needed to be developed by the Interwest IT group which allows for and tracks plan review, permit issuance, inspection requests and results, occupancy permits and a host of management tools for tracking.

### Santa Clara County Family Justice Center

SANTA CLARA, CA

Occupancy Type: A-2, A-3, B, I-3, S-2  
Type of Construction: I-A  
Stories/Height: 8 Stories & Basement  
Building Area: 233,695 SF



Interwest provided plan review services during the working drawing phase and provided construction phase services for this eight-story (with basement) courthouse structure with Groups A-2, A-3, B, I-3 and S-2 occupancy classifications and Type I-A fully sprinkled construction, with an estimated total cost of \$233 million. The total area of the courthouse building is 233,695 square feet. The courthouse building consists of a structural steel frame with exterior curtain wall. The courthouse building contains court rooms, jury chambers, judicial chambers, administrative office spaces, sallyports for security and other associated facilities.

### US COLD STORAGE

TURLOCK, CA

Occupancy Type: F-1, B & S-1  
Type of Construction: IIB  
Stories: Multi  
Building Area: 121,771

This addition to an existing building consisted of a new 99,147 SF cold storage space, a 15,827 SF loading dock area and a 4,372 SF office space. Interwest worked collaboratively with the City of Turlock Building Department to expedite the plan review and phased the submittals enabling the contractor to begin

construction of the foundation while the super structure was still in plan review. Interwest provided complete plan review services which included fire / life safety, structural, mechanical, refrigeration, electrical, plumbing, energy and accessibility components. Plan Review completed by Roger Peterson.

### HATCHET RIDGE WIND FARM PROJECT

SHASTA COUNTY, CA

The Hatchet Ridge Wind Farm is a 101.2-megawatt (MW) wind farm owned by Pattern Energy Group, LP. It is located in Shasta County, California, near Mount Shasta on a ridge overlooking the town of Burney and is the first large-scale wind farm in the area. Interwest Consulting Group provided complete plan review and construction inspection services. The project was completed on schedule and within budget. Our services resulted in expediting the project due to our staff being on site and able to resolve problems, process change orders and make field revisions in a very efficient manner by working directly with the contractors and engineers. Construction cost was approximately \$250 million. Plan Review and Inspection completed by Bill Rodgers and Roger Peterson.



### HILMAR CHEESE COMPANY

HILMAR, CA

Occupancy Type: B  
Type of Construction: IIB  
Stories/Height: Multi  
Building Area: 54,000

Interwest provided complete plan review services for a new 54,453 square feet, two-story office building; the first of two office buildings to be constructed at the project site. The building is a Type II-B, steel frame construction with slab on grade, Type B occupancy. Applicant specifically requested the plan check to be completed by Interwest Consulting Group. The estimated construction cost for this project is \$11,500,000. Plan Review completed by: Annette Mayfield and Bill Rodgers.



### KAISER PERMANENTE DATA CENTER

NAPA, CA

Occupancy Type: A2, A3, B and S1  
Type of Construction: I B  
Stories/Height: Multi  
Building Area: 277,000

Interwest Consulting Group provided complete plan review services for this addition to Kaiser Permanente's Napa Data Center. This addition provided additional space for data storage capacity and is part of Kaiser Permanente's broad information technology infrastructure. This non-combustible steel frame structure is a business use and is comprised of a seismically separated two-story addition



*RS*

encompassing approximately 61,500 square feet. Estimated construction cost for this project was \$32,000,000. Plan Review completed by Bill Rodgers and Bob Berna.

**HAMPTON INN AND SUITES**

NAPA, CA

Occupancy Type: R-1, B, A-2 AND F-1

Type of Construction: III A

Stories/Height: 4

Building Area: 75,998 SF

Interwest Consulting Group provided complete plan review services for this newly constructed hotel building. Plans were reviewed to verify compliance with the CA Building Codes and had an estimated construction cost of \$12,000,000.



*As Requested: Please describe any current, pending or past litigation (within the last 10 years) that the organization has been, is, or is expected to be a party to.*

Interwest Consulting Group does not currently have any pending litigation, including personal and property, involving the firm or its principals.

In 2016, a former employee filed a civil lawsuit (*Sherry Beck v. Interwest Consulting Group, Inc. et al* (8:16-cv-01084)), claiming unlawful termination, in California Central District Court. The case was settled on May 8, 2017.

Interwest has not been a party to any other litigation over the past five years related to our firm's work and does not anticipate being a party to any future litigation.

## Qualifications of Team

*As Requested: Provide names, resumes and qualifications of key employees to be assigned to this work.*

We have assembled a team of experienced professionals including multiple CA Licensed Structural Engineers and CASp Certified Plans Examiners and Inspectors to provide Plan Review and CASp Inspection Services to the County of Nevada. Our talented staff shares a wealth of ideas and experiences spanning a broad spectrum of communities dealing with a fixed internal capacity and peak workload demands. This varied expertise allows us to hone the best processes and methods allowing us to use our experience to assist your jurisdiction. Our staff are knowledgeable code experts and experienced problem solvers who will work with citizens and the building community to successfully resolve problems that may arise during the plan review and construction process.



Among our professional staff, we propose seven (7) key employees for this engagement for the County of Nevada. We provide concise resumes for each of our key employees at the end of this section.

### **Ron Beehler, SE, CBO**

#### **Project Manager & Structural Plan Review**

Ron Beehler will be the Project Manager and the key point of contact for issues regarding services, as well as being able to offer building official services. Ron's supervision will ensure seamless and constant communication with our project team. Ron will oversee and schedule all plan review work and inspection services. He will ensure that the County's needs and desires are being met and is responsible for quality control for all services.

Ron has extensive experience within the building industry; he is a licensed Structural Engineer in the States of California and Nevada and has managed both the plan review and inspection services for numerous complicated and high profile projects. Additionally, as Director of Building Safety Services, Ron has coordinated plan review, inspection and counter services for many cities, counties, and state agencies throughout California, providing him with insight on best practices for delivery of building department services. Ron recently provided building official services for the City of American Canyon, which included supervision of all public counter and customer service staff, all plan review and building inspection services and all code enforcement staff and code enforcement activities for the City. Ron has also recently presented full day and half day classes on a variety of plan review and building code related topics for professional organizations including CALBO, Sacramento Valley Association of Building Officials, San Joaquin Chapter of the ICC, Southern Nevada ICC's EduCode and the Yosemite ICC Chapter.

Ron holds the following licenses and registrations:

- CABO Certified Building Official (1492)
- California Registered Civil Engineer (39404)

- California Registered Structural Engineer (S3632)
- Nevada Registered Civil/Structural Engineer (19992)
- ICC Building Inspector (0801789-B5)
- ICC Plans Examiner (15090)
- UBC Building Inspector (0801789-10)

**Bill Rodgers, SE**  
**Senior Structural Engineer**

Bill has more than 30 years of experience in the field of structural engineering including more than 15 years of experience as a plan review engineer. Bill's wealth of experience includes a varied and vast list of projects. In addition, he is very much in demand for hands-on work within jurisdictions due to his great success in blending excellent engineering skills with responsive customer service.

With Interwest since 2006, Bill has performed structural plan review for municipal, commercial and residential construction for various state and local agencies throughout California and Nevada.

Bill holds the following licenses and registrations:

- California Registered Civil Engineer (50673)
- California Registered Structural Engineer (4198)
- Nevada Registered Civil/Structural Engineer (18427)
- UMC Mechanical Inspector (0067020-44)
- UPC Plumbing Inspector (0067020-34)

**Denise Reese, CBO, ICC**  
**Plans Examiner**

Denise is an ICC Certified Chief Building Official, Life Safety Plans Examiner and CALGreen Inspector. She has experience performing life-safety, architectural, mechanical, plumbing, electrical, and structural reviews in residential, multifamily and commercial projects. This valuable experience is also evident in that Denise specializes in working with applicants, designers and jurisdictions, having successfully served the City of Rancho Cordova.

Denise approaches inspection and plan review with her unique knowledge balancing the delivery of timely and accurate reviews while remaining responsive and approachable. Denise is extremely skilled in all disciplines required to successfully bring projects to approval.

Denise holds the following licenses and registrations:

- ICC Certified Building Official (8096275)
- ICC CA Building Plans Examiner (8096275)
- ICC Building Plan Examiner (8096275)
- ICC Certified CALGreen Inspector (8096275)
- ICC Certified Permit Technician



**Andrew Burke, CASp, ICC  
Plans Examiner**

Andrew brings more than 18 years of industry experience in plan review, inspecting, administration and estimating. His formal training in ICC codes, as well as on-the-job experience, helps him to provide thorough and accurate commercial and residential plan reviews and inspections. Andrew's computer and customer service skills allow him to be very helpful as a permit technician. Andrew is an excellent asset to any building department both in the office and out in the field.

Andrew holds the following licenses and registrations:

- ICC Building Plans Examiner (8250398)
- ICC Residential Plans Examiner (8250398)
- ICC Commercial Building Inspector (8250398)
- ICC Residential Combination Inspector (8250398)
- ICC Residential Building Inspector (8250398)
- ICC Residential Electrical Inspector (8250398)
- ICC Residential Mechanical Inspector (8250398)
- ICC Residential Plumbing Inspector (8250398)
- ICC Residential Plans Examiner (8250398)
- ICC Permit Technician (8250398)
- Certified Access Specialist (CASp-710)

**Brian Reilly, ME, FPE  
Mechanical Engineer | Fire Protection Engineer**

Brian has extensive mechanical and fire protection engineering design and plan review experience. He employs his skills and experience to insure projects he reviews are code-compliant and adequately designed and detailed. With Interwest, Brian reviews residential and non-residential plans for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards, Fire Codes and California Accessibility Standards; state and local building codes, policies, amendments, and ordinances. Previously, Brian was responsible for the mechanical, plumbing and fire protection design & commissioning of public works projects including office buildings, 911 Dispatch Facilities, fire stations, museums and community centers. He also provided code analysis on fire alarm system upgrade projects, including data center pre-action systems and early warning air-sampling (Vesda) systems.

Brian holds the following licenses and registrations:

- Professional Fire Protection Engineer (1339)
- Professional Mechanical Engineer (26263)
- ICC Certified Fire Plans Examiner (1046658)
- LEED Accredited Professional, USGBC (5646)

**Jingpei Zhang, EE**  
**Electrical Engineer**

Jingpei is a registered engineer with more than 25 years of experience and a Masters degree in Electrical and Electronic Engineering. Over his career, he has designed a variety of facilities and systems, including electrical distribution systems for healthcare centers, data center facilities, commercial and industry buildings, and schools.

Jingpei holds the following licenses and registrations:

- Professional Engineer, CA | E16243
- NCCER HVAC Level IV Certification
- NCCER Plumbing Level IV Certification
- NCCER Building Maintenance Level III Certification
- NCCER Carpentry Level IV Certification
- NCCER Solar Photovoltaic Level I Certification
- NCCER Wind Power Level I Certification
- NCCER Green Technology Level I Certification
- NCCER Weatherization Technician Level I Certification

**Bill Miller, CASp, CBO**  
**Senior Inspector**

With more than 37 years of experience in the building and safety field, Bill has acquired extensive expertise in plan review, and inspection services through his long tenure as former Chief Building Official for the Town of Truckee, and Building Inspector/Plans Examiner for Nevada County. Bill is skilled in directing, managing, supervising, and coordinating all programs and activities of a building department including permit issuance, plan review, building inspection activities and uses a practical approach to solving problems.

With Interwest since 2008, Bill reviews residential and non-residential plans for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards & California Accessibility Standards; State & local building codes, policies, amendments, and ordinances. He also provides CASp services to a variety of clients.

Bill holds the following licenses and registrations:

- Certified Access Specialist (CASp-087)
- Council of American Building Official CBO (2171)
- ICBO/IAPMO Plumbing Inspector (34090)
- ICBO/IAPMO Mechanical Inspector (51131)
- California State Energy Auditor (3134)
- ACE III-Initial Disaster Housing Inspector (22121)
- UBC Building Inspector (0819718-10)
- UMC Mechanical Inspector (0819718-44)
- ICC Plumbing Inspector (0819718-P5)
- ICC Residential Combination Inspector ( 0819718-R5)
- ICC Combination Dwelling Inspector (0819718-56)



- UPC Plumbing Inspector (0819718.34)
- ICC Accessibility Inspector/Plans Examiner (0819718-21)
- ICC Certified Building Official (0819718-CB)
- ICC Mechanical Inspector (0819718-M5)
- ICC Building Inspector (0819718-B5)
- ICC Building Plans Examiner (0819718-B3)
- UBC Building Plans Examiner (0819718-60)

Resumes for key staff can be found on the following pages. At the County's request, we would be happy to provide resumes for any or all staff who are not designated as key personnel.



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**E D U C A T I O N**

Graduate coursework in Structural and Geo-Technical Engineering  
California State University Sacramento

BS, Civil Engineering  
California State University, Chico

AA, Physical Science  
Butte College, Oroville, CA

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

Structural Engineer  
State of California | SE3632

Professional Civil Engineer  
State of California | CE39404

Structural Engineer  
State of Nevada | SE019992

Professional Civil Engineer  
State of Nevada | CE019992

**International Code Council | 801789**  
ICC and CABO Certified Building Official  
ICC/ICBO Plans Examiner  
ICC/ICBO Building Inspector

Lecturer on Building Code Related Topics  
California Licensed General and  
Electrical Contractor

National Earthquake Hazard Reduction  
Program Training

California Construction Law Training  
Construction Claim Mitigation Training

Leadership Training

**A F F I L I A T I O N S  
A C C O M P L I S H M E N T S**

Past President of San Joaquin ICC Chapter  
of Building Officials

Vice president of Napa Solano ICC Chapter

Multiple Term Board of Director Member  
for the Sacramento Valley Association of  
Building Officials

**Ron Beehler, SE, CBO**

**Director of Building Safety Services**

**Principal-in-Charge**

Ron utilizes experience gained through more than 35 years of hands on experience performing life safety, accessibility and structural plan reviews to successfully manage building departments, building department services and high-profile building projects on behalf of public agencies throughout California. Ron's experience includes establishing and coordinating on-site building department services for large multi-building projects and unique fast paced development projects. Ron has served as Chief Building Official for multiple California public agencies including interim assignments. Ron has also provided building department assessments on behalf of municipal clients to identify inefficiencies and implement best practice improvements.

Licensed as a Civil and Structural Engineer in California and Nevada, certified by the International Code Council as a Building Official, Plans Examiner and Building Inspector, Ron is uniquely qualified to evaluate and manage all building department services. His background includes the position of Chief Building Official with the City of Sacramento directing a staff of 120 engineers, plan reviewers and building inspectors, Chief of Engineering Design and Construction for the California National Guard and Senior Structural Engineer with the Office of Statewide Health Planning and Development (OSHPD).

Ron is dedicated to maintaining his knowledge of California building codes, laws and regulations related to building department operations. He frequently lectures and presents classes on technical topics on behalf of professional organizations including CALBO and multiple International Code Council Chapters throughout California and other western states. Ron attends structural and building code symposiums, lectures, and training classes on a regular basis to ensure up-to-date knowledge of building code requirements as they relate to state-of-the-art building design practices.

**P R O J E C T S P E C I F I C E X P E R I E N C E**

**Director, Building Safety Services**

2006 - Present Interwest Consulting Group | CA

Ron provides direct oversight of all Building Safety services including coordination of all plan review and building inspection services, ensuring timely and responsive services. Ron works with building officials for our full-service clients to insure timely and efficient services. Ron also manages and provides direct oversight of plan review and inspection services for large, complicated and fast paced projects on behalf our public agency clients.

**Chief Building Official**

2003 - 2006 City of Sacramento | CA

Ron planned, directed and managed activities for a large 120-person building department with oversight responsibilities for construction inspections and plan review of 18,000 permitted projects annually. He planned, organized, administered and evaluated staff work. Other duties included report writing and presentations to community groups, city council and professional organizations, and planning and administering a budget of \$13.6 million.

KS



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**Supervising Engineer | Building Inspection Division**

2002 - 2003 City of Sacramento | CA

Ron supervised plan review, managing plan intake and public counter functions for 2 regional permit centers, trained and mentored staff, met with architects and engineers to resolve building code related issues, coordinated plan review for high profile projects, and worked with field inspection supervisors and inspectors.

**Regional Compliance Officer | Senior Structural Engineer**

1998 - 2002 CA State Office of Statewide Health Planning & Development

Ron supervised regional hospital inspection program coordinating field inspection staff and approval of special inspection issues. He resolved complicated code related inspection issues, and reviewed plans, specifications and structural calculations for healthcare facilities. Ron consulted with architects and engineers to resolve complex code interpretation issues. He researched and investigated structural adequacy of building materials and manufactured products, and verified proper loads, forces and materials for the design of buildings and equipment anchorage.

**Chief of Facilities Engineering**

1991 - 1998 California National Guard | CA

Ron supervised and planned work for engineering design and project inspection staff, developed scope and budgets for projects, directed preparation of plans from preliminary design through working drawings, coordinated and approved project specifications and cost estimates, negotiated and approved project changes, coordinated inspection activities, resolved inspection disputes, represented National Guard/Military Department at public meetings, conducted plan review for projects designed by consultants, and presented design concepts and final designs.

**Associate Structural Engineer**

1987 - 1991 CA State Office of Statewide Health Planning & Development

Ron reviewed construction plans and specifications for new hospitals and skilled nursing facilities for California Building Code and UBC requirements, met with architects and engineers to resolve plan review issues, reviewed field changes, investigated and resolved construction conflicts and other administrative duties.

**Associate Engineer | Architect**

1983 - 1987 Sacramento County Building Dept/Plan Review Division

Ron reviewed construction plans and specifications, and structural calculations for building code compliance, reviewed plans for residential, multi-residential, commercial and industrial structures, and met with designers to resolve code issues related to commercial and residential structures.



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**E D U C A T I O N**

Bachelor of Science, Civil Engineering  
California State University, Sacramento

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

Civil Engineer  
State of California | 50673

Structural Engineer  
State of California | 4198

Civil/Structural Engineer  
State of Nevada | 18427

**P R O F E S S I O N A L  
A F F I L I A T I O N S**

Structural Engineers Association of  
Northern California (SEAONC)

## **Bill Rodgers, SE**

### **CA Registered Structural Engineer**

Bill has more than 29 years of experience in the field of structural engineering, including more than 16 years of experience as a plan review engineer. Bill's wealth of experience includes a varied and vast list of projects throughout Northern California and Nevada. He is in demand for hands-on work within jurisdictions due to his great success in blending excellent engineering skills with responsive customer service.

**P R O J E C T S P E C I F I C E X P E R I E N C E**

#### **Senior Structural Engineer / Plans Examiner**

2006 - Present      Interwest Consulting Group | Roseville, CA

Bill performs structural plan review for commercial and residential construction for municipalities for various state and local agencies throughout California and Nevada. In addition to providing structural plan review services, Bill is responsible for the production and performance of Interwest's offices, including maintaining client relationships. Bill's duties also include performing structural plan reviews for industrial, commercial and residential projects.

#### **Senior Structural Engineer / Plans Examiner**

2001 - 2006      LP2A/Bureau Veritas | CA

Bill performed structural plan review for commercial and residential construction for municipalities throughout California.

#### **Senior Structural Engineer / Associate**

1995 - 2001      DES Architects + Engineers | CA

Bill performed structural design on a wide variety of projects in the San Francisco Bay Area and beyond. He managed a staff of 13 engineers and draft persons. Bill was responsible for staff workload and evaluation, verifying that work was done correctly and in a timely manner.



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**E D U C A T I O N**

Building Inspection Technology  
Cosumnes River College, CA  
December 2013

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

*International Code Council | 8096275*

ICC Certified Building Official  
ICC CA Building Plans Examiner  
ICC Building Plan Examiner  
ICC Certified CALGreen Inspector  
ICC Certified Permit Technician

## **Denise Reese, CBO, ICC**

### **Certified Building Official | Life Safety Plans Examiner**

Denise is an ICC Certified Chief Building Official, Life Safety Plans Examiner and CALGreen Inspector. She has experience performing life-safety, architectural, mechanical, plumbing, electrical, and structural reviews in residential, multifamily and commercial projects. This valuable experience is also evident in that Denise specializes in working with applicants, designers and jurisdictions, having successfully served the City of Rancho Cordova.

Denise approaches inspection and plan review with her unique knowledge balancing the delivery of timely and accurate reviews while remaining responsive and approachable. Denise is extremely skilled in all disciplines required to successfully bring projects to approval.

### **P R O J E C T S P E C I F I C E X P E R I E N C E**

#### **Building Official & Life Safety Plans Examiner**

July 2014 - Present Interwest Consulting Group | CA

Denise performs comprehensive plan review and inspection services for client agencies. She reviews residential and non-residential plans for compliance with California Building, CALGreen, Plumbing, Mechanical, Electrical Codes, Energy Standards, state and local building codes, policies, amendments and ordinances.

#### **Building Permit Technician II**

2010 - 2014 City of Rancho Cordova | CA

Denise interpreted and explained policies and regulations accurately and tactfully to the public, assisting with the completion of building permit applications. She performed preliminary plan review for completeness and accuracy and to determine appropriate fees.

#### **Customer Service Specialist**

2007 - 2010 City of Rancho Cordova | CA

Denise provided customer and administrative support to the Building & Safety Division and other departments throughout City Hall.

#### **Administrative Secretary**

2006 - 2007 City of Rancho Cordova | CA

Denise provided administrative support to the City Manager's Office, the City's Manager's Executive Assistant and the City Council.



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**E D U C A T I O N**

Associates in Building  
Inspection Technology  
Butte Community College  
Oroville, CA  
2012

Associates in Mathematics  
Butte Community College  
Oroville, CA  
2012

**C E R T I F I C A T I O N S**

**International Code Council | 8250398**  
ICC Building Plans Examiner  
ICC Residential Plans Examiner  
ICC Commercial Building Inspector  
ICC Residential Combination Inspector  
ICC Residential Building Inspector  
ICC Residential Electrical Inspector  
ICC Residential Mechanical Inspector  
ICC Residential Plumbing Inspector  
ICC Residential Plans Examiner  
ICC Permit Technician  
Certified Access Specialist (CASp-710)

## **Andrew Burke, CASp, ICC**

### **Certified Access Specialist | Plans Examiner**

Andrew brings more than 18 years of industry experience in plan review, inspecting, administration and estimating. His formal training in ICC codes, as well as on-the-job experience, helps him to provide thorough and accurate commercial and residential plan reviews and inspections. Andrew's computer and customer service skills allow him to be very helpful as a permit technician. Andrew is an excellent asset to any building department both in the office and out in the field.

### **P R O J E C T S P E C I F I C E X P E R I E N C E**

#### **Plans Examiner | Certified Access Specialist (CASp)**

2013 - Present      Interwest Consulting Group | Roseville, CA

Provides life safety plan review for residential and commercial projects including residential master plans, custom residential projects, commercial tenant improvement and remodel projects. Inspects residential and commercial buildings for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards and California Accessibility Standards; state and local building codes, policies, amendments, and ordinances.

#### **Accessibility Inspector**

2012 - 2013      Disability Access Consultants | CA

Inspected various buildings for accessibility compliance.

#### **Building Department Intern**

2012      Town of Los Gatos | CA

Worked as an intern in various areas of a building department. Performed field inspections and worked behind the counter as a permit technician.

#### **Senior Estimator/Operations Manager**

2008 - 2010      Lambard Enterprises Inc.

Andrew provided written estimates for flooring in various types and sizes of buildings. As well, he managed the estimating department and used electronic software to read building plans. He oversaw the Northern California operations.

#### **Senior Estimator**

2000 - 2008      CFI Contemporary Floors Inc.

Provided written estimates for flooring in various types and sizes of buildings and used electronic software to read building plans.



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**E D U C A T I O N**

B.S., Engineering Technology  
California Polytechnic State  
University, San Luis Obispo, CA

Certificate in Fire Protection  
University of California at Davis  
2002

NFPA Automatic Fire Sprinkler  
Systems Seminar  
2014

ICC Fire Prevention Institute (4-Day)  
2007

NFPA Plan Review Seminar (2-Day)  
2007

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

Professional Fire Protection Engineer  
State of California | 1339

Professional Mechanical Engineer  
State of California | 26263

Certified Fire Plans Examiner-ICC  
1046658-F3

Certificate in Fire Protection  
Certified Energy Manager – AEE  
7883

LEED Accredited Professional  
USGBC – 5646

**P R O F E S S I O N A L  
A F F I L I A T I O N S**

International Code Council  
Society of Fire Protection Engineers

## **Brian J. Reilly, ME, FPE**

**CA Registered Mechanical Engineer**

**CA Registered Fire Protection Engineer**

Brian has extensive mechanical and fire protection engineering design and plan review experience and brings to the team a unique knowledge and skill set. Brian utilizes his skills and experience to ensure the projects he reviews are code compliant and adequately designed and detailed.

**P R O J E C T S P E C I F I C E X P E R I E N C E**

**Senior Plans Examiner**

2014 - Present Interwest Consulting Group | CA

Brian reviews residential and non-residential plans for compliance with California Building, Plumbing, Mechanical, Energy Standards, Fire Codes and California Green Building Standards; state and local building codes, policies, amendments, and ordinances.

**Senior Engineer**

1996 - 2014 City of Sacramento, Department of  
General Services, Architecture & Engineering

Brian was responsible for the mechanical, plumbing and fire protection design & commissioning of public works projects including office buildings, 911 Dispatch Facility, fire stations, museums and community centers. He worked on many code analysis and fire alarm system upgrade projects, including data center pre-action systems and early warning air-sampling (Vesda) systems.

**Instructor**

1994- 2000 Cosumnes River College | CA

For seven years, Brian taught a course in Uniform Mechanical Code in the College's Building Inspection Technology Program.

**Associate Mechanical Engineer**

1989 - 1996 City of Sacramento, Department of  
Planning & Development

Brian was responsible for supervision of Mechanical / Plumbing / Energy Plan Review Team for plan review of commercial construction. He provided code guidance and interpretation to architects, engineers, contractors and field inspectors on code issues such as smoke control, fire-smoke damper requirements, kitchen hood systems, backflow protection, gas line sizing, and water and waste systems.

**Assistant Mechanical Engineer**

1987 - 1989 County of Sacramento, Department of Public Works,  
Building Inspection Division

Brian was responsible for plan review of commercial and multi-family residential construction for Health & Safety Code compliance (Mechanical/ Plumbing/ Energy/ NFPA Standards). He performed research of product/equipment listings and reports for conformance with codes.



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#### EDUCATION

MS EEE

California State University, Sacramento  
Sacramento, CA

BS EEE

South China University of Technology  
China

#### REGISTRATIONS CERTIFICATIONS

Professional Engineer, CA | E16243

NCCER HVAC Level IV Certification

NCCER Plumbing Level IV Certification

NCCER Building Maintenance Level III  
Certification

NCCER Carpentry Level IV Certification

NCCER Solar Photovoltaic Level I  
Certification

NCCER Wind Power Level I Certification

NCCER Green Technology Level I  
Certification

NCCER Weatherization Technician Level I  
Certification

#### HONORS

Professional Engineer Achievement Award;  
Carlson Corporation, Jul. 2000

Student of the Year Award, South  
China University of Technology, 1987

## Jingpei Zhang, PE

### Electrical Plans Examiner

Jingpei is a registered engineer with more than 25 years of experience and a Masters degree in Electrical and Electronic Engineering. Over his career, he has designed a variety of facilities and systems, including electrical distribution systems for healthcare centers; data center facilities; commercial and industry buildings; and schools.

#### PROFESSIONAL EXPERIENCE

##### Plans Examiner

2009 – 2017

LP Consultant Engineers | Roseville, CA

Jingpei designed health care facilities, commercial and industry buildings, and schools.

Representative Projects include:

- Farm Credit West (bank), Yuba City
- Almadon Ranch Commercial Office Building O6/P5
- El Dorado Surgery Center, Folsom Surgery Center
- Kaiser Folsom HVAC upgrade
- San Francisco Honda Service Center in Folsom and Bayshore
- University Village Shopping Center
- Folsom Broderick Restaurant
- Folsom Natural Result Surgery Center
- Sunnyvale Building T warm shell
- Twin River School District schools HVAC system Replacement

##### Senior Electrical Engineer/Project Integration Engineer

2007 - 2009

Worley Parsons | Folsom/Sacramento, CA

In this position, Jingpei designed and reviewed plans for power plants, including the Ivanpah Solar thermal power plant in Mojave Desert, Ca.; the Geothermal power plant grid transmission upgrade and retrofit in Imperial County; and the PG&E Gas-fired power plant planning phase, Colusa, Ca.

##### Senior Electrical Engineer

2000 - 2007

Mazzetti & Associates Inc. | Sacramento, CA

Jingpei designed health care facilities, commercial and industry buildings, including:

- St. Joseph Hospital main office building (MOB), Eureka, Ca.
- North bay Medical Center:
  - Medical Center Emergency Department, Vacaville, Ca.
  - Cardio-vascular surgery center, Fairfield, Ca
- Lakeside Hospital, Tele-medical surgery suites, Lakeport, Ca.
- UC Davis Briggs Hall Chemical Laboratory Building
- Franchise Tax Board Administration building, Rancho Cordova, ca
- Kaiser Hospitals, San Francisco, Vacaville, Roseville, Elk Grove.
- Veteran's Hospital Radiology Department, Mather, Ca.
- Woodland Memorial Hospital, mental health department renovation, Woodland, Ca
- Microsoft Data center, Redmond, Seattle, Wa.
- Lockheed Martin Power distribution system upgrade, Santa Clara, Ca.
- CDCR Prison Housing units, Delano; Salinas; Vacaville, Ca.
- Elk Grove Middle school, Elk Grove, Ca.
- Santa Clara Elementary School, Santa Clara, Ca.
- San Jose Elementary School, San Jose, Ca.





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### **Assistant Electrical Engineer**

1997 - 2000

Carlson Corporation | San Francisco, CA

Jingpei designed and built data centers, including:

- AT&T Web hosting data center, Seattle, WA.
- Level 3 Data center, Portland, Or.
- Equinix data centers, New York, city, Chicago, IL.
- GTE call center, various sites.
- Safeco Call Center, Seattle, WA.
- Bank of America Branch offices, various sites.
- Wells Fargo Bank Branch offices, various sites.

### **Electrical Designer/Draftsman**

1996 - 1997

Peters Engineering | Sacramento, CA

Jingpei designed commercial/industry, residential and schools. AutoCAD drafting and design. Also, Jingpei designed power lighting fire alarm systems for various commercial, industrial, schools and office buildings.



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**E D U C A T I O N**

California Building Codes Credential |  
Washington State University

PC 832 - Arrest and Control

American River College | Sacramento CA

Certificate of Completion |  
Construction Supervision & Inspection

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

Certified Access Specialist | CASp-087

Council of American Building Official Building  
CBO | 2171

**International Code Council | 0819718**

ICC Certified Building Official

ICC Building Inspector

ICC Building Plans Examiner

UBC Building Plans Examiner

ICC Plumbing Inspector

ICC Residential Combination Inspector

ICC Accessibility Inspector

ICC Accessibility Plans Examiner

ICC Mechanical Inspector

ICC Combination Dwelling Inspector

UBC Building Inspector

UMC Mechanical Inspector

UPC Plumbing Inspector

ICBO/IAPMO Plumbing Inspector | 34090

ICBO/IAPMO Mechanical Inspector | 51131

ACE III-Initial Disaster Housing Inspector | 2121

California State Energy Auditor | 3134

## **William (Bill) Miller, CASp, CBO**

**Senior Plans Examiner | Certified Access Specialist |**

**Senior Inspector | Certified Building Official**

Bill has more than 40 years of experience in the building and safety field. He has acquired extensive expertise in plan review, and inspection services through his long tenure as former Chief Building Official for the Town of Truckee, and Building Inspector/Plans Examiner for Nevada County.

Bill is skilled in directing, managing, supervising and coordinating all programs and activities of a building department including permit issuance, plan review, building inspection activities and uses a practical approach to solving problems.

**P R O J E C T S P E C I F I C E X P E R I E N C E**

**Senior Plans Examiner**

2008 - Present      Interwest Consulting Group | CA

Reviews residential and non-residential plans for compliance with California Building, Plumbing, Mechanical, Electrical Codes, Energy Standards & California Accessibility Standards; State & local building codes, policies, amendments, and ordinances. Provides CASp services to a variety of clients.

**Senior Plans Examiner / Manager**

2006 - 2008      Bureau Veritas | CA

Responsible for overseeing all the plan review operations and personally providing plan review services for residential, industrial, and commercial developments for various jurisdictions in Northern California.

**Chief Building Official**

1993 - 2005      Town of Truckee | CA

Responsible for overseeing all Building Division operations including plan review, inspections, and counter service operations and providing plan review and inspection services for residential, industrial, and commercial developments within the Town limits. He developed comprehensive guidelines for plan review, inspection procedures, submittal requirements, and explored innovative ideas such as interactive internet permits, computer plan checks, and a voice recognition systems, to name a few.

**Supervising Building Inspector**

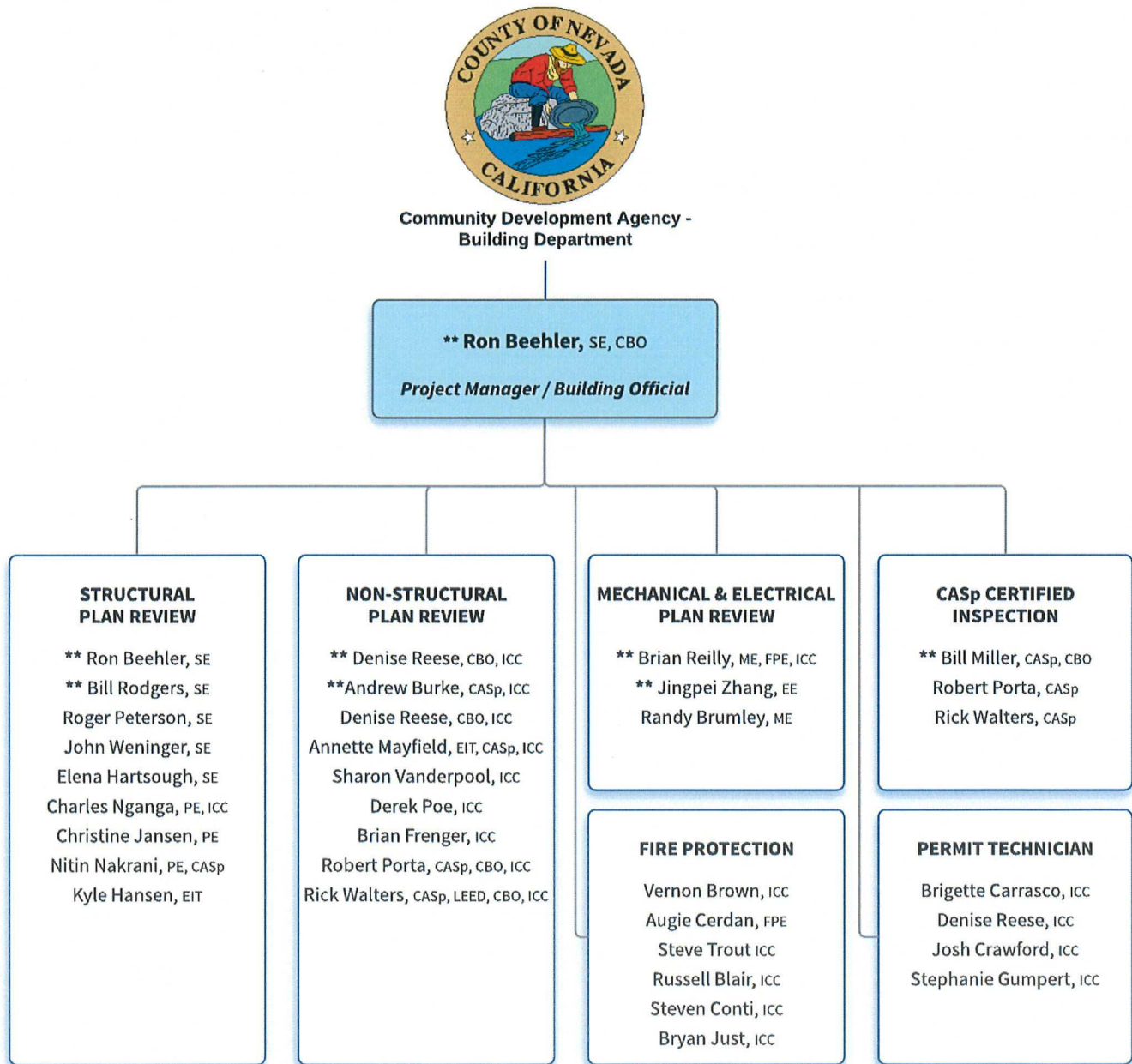
1983 - 1993      County of Nevada | NV

**Building Inspector / Plans Examiner**

1977 - 1983      County of Nevada | NV

**As Requested:** Provide a staffing plan for meeting the requirements.

As detailed in the organization chart below, we are proposing a large, flexible team of highly skilled and experienced professionals to provide building plan review and inspection services to the County. Our team includes robust staffing for structural plan review, non-structural plan review, fire life safety plan review, CASp certified inspection, electrical and mechanical review and permit technician services.



*\*\* Indicates key personnel*

**As Requested:** *Provide other relevant information that can aid County in its selection process.*

We offer a highly qualified, knowledgeable and motivated staff of engineers, plans examiners and inspectors. They know and thoroughly understand the dynamics and requirements of working with and within jurisdictions. They are skilled in sensitive, large-scale construction projects or working with demanding customers and project schedules while delivering accurate and on-time plan reviews and inspection services. Additional support, if required, is always available from our other branch office locations.

As municipal consultants to many jurisdictions, Interwest staff is highly adaptive to all processes and procedures and quickly and seamlessly assimilates to your specialized requirements. All personnel are cross-trained in municipal operations to successfully bridge across departments and are accustomed to partnering, assisting, and coordinating with Planning, Public Works, Code Enforcement and other vital staff and departments.

With extensive backgrounds in providing building support services for a wide array of projects, our personnel are familiar with construction utilizing all types of state-of-the-art structural systems as well as the latest technology in mechanical and electrical systems. Staff project experience ranges from large single-family dwellings to large multi-story buildings, including numerous California schools, colleges, OSHPD3 clinics and essential service buildings, commercial buildings, corporate campuses, and industrial facilities. Experience also includes working on project in rural to mountainous areas, historic sites as well areas subject to a variety of weather elements.

**As Requested:** *Provide an itemized list of all municipalities, agencies and businesses you are currently contracted with for building plan review, inspection and administration services.*

We are currently contracted to provide building plan review, inspection and/or administration services to the following clients:

Administrative Office of the Courts	City of Brentwood	City of Fairfield
AECOM	City of Calistoga	City of Folsom
Alpine County	City of Capitola	City of Fresno
Butte County	City of Chino Hills	City of Greenfield
Calaveras County	City of Clovis	City of Hanford
California Fairs Financing Authority	City of Coachella	City of Hemet
Chuckchansi Gold Resort & Casino	City of Colton	City of Henderson, Nevada
City of American Canyon	City of Compton	City of Indio
City of Anaheim	City of Corcoran	City of Irvine
City of Antioch	City of Corona	City of Kerman
City of Atwater	City of Costa Mesa	City of Kingsburg
City of Avenal	City of Covina	City of La Quinta
City of Bell	City of Delano	City of Lake Forest
City of Berkeley	City of Dinuba	City of Las Vegas, Nevada
City of Big Bear Lake	City of Dixon	City of Lathrop
	City of Eastvale	City of Lemoore
	City of El Cerrito	
	City of Elk Grove	

City of Lincoln  
City of Live Oak  
City of Lodi  
City of Long Beach  
City of Mammoth  
Lakes  
City of Manteca  
City of McFarland  
City of Menlo Park  
City of Modesto  
City of Montclair  
City of Monterey Park  
City of Murrieta  
City of Napa  
City of Ontario  
City of Orange Cove  
City of Palm Springs  
City of Parlier  
City of Paso Robles  
City of Placerville  
City of Pomona  
City of Rancho  
Cordova  
City of Reedley  
City of Riverbank  
City of Rocklin  
City of Roseville  
City of Richmond  
City of Sacramento  
City of San Joaquin

City of San Juan  
Capistrano  
City of San Marino  
City of San Ramon  
City of Sanger  
City of Santa Clarita  
City of Selma  
City of Shafter  
City of Sonora  
City of St. Helena  
City of Temecula  
City of Tracy  
City of Tulare  
City of Turlock  
City of Tustin  
City of Upland  
City of Vallejo  
City of Wasco  
City of Wildomar  
City of Woodland  
City of Yorba Linda  
Clark County, Nevada  
Diamond Springs Fire  
District  
El Dorado County Fire  
Protection District  
El Dorado Hills Fire  
Department  
Fairfield Fire  
Department

Fresno County  
Humboldt County  
Kings County  
Kirkwood Meadows  
Public Utility District  
Loomis Fire District  
Los Angeles County  
Madera County  
Mariposa County  
Menlo Park Fire  
Protection District  
Merced County  
Mono County  
Napa County  
Northern Arizona  
University  
Placer County  
Plumas County  
Riverside County  
Sacramento Metro Fire  
Sutter County  
Town of Atherton  
Town of Hillsborough  
Town of Los Gatos  
Town of Yountville  
Yocha Dehe Fire  
Department  
Yuba County

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## Project Plan

***As Requested:** Provide a detailed discussion of your firm's approach to the successful implementation of this project. Include thorough discussions of methodologies you believe are essential to accomplishing this project. Include a proposed work schedule to accomplish all of the required tasks within the desired timeline. Identify the staff who would be assigned to each task, including sub-consultants.*

Today's construction environment can place increased demands on city staffing resources. Interwest can help alleviate or minimize this staffing resource burden and at the same time provide a high level of customer service in a cost-effective manner and we possess the ability to adjust service levels as needed. Interwest fully understands these resource demands, has experience in successfully providing building and safety services under these conditions, and is committed to working for you and the residents of the County. You'll find our people love what they do and will readily assist with solutions and recommendations that have been proven, time-tested and are specific to your needs.

We propose to provide the County the following fundamental elements:

- **Customer service.** One of the keys to the success of your department is providing your customers (residents, architects, engineers, contractors) with excellent service. We are committed to providing a level of service to you and your constituents that will meet or exceed your expectations.
- **Budget-conscious approach and implementation.** Our services are provided in a cost-effective manner and will be adjusted to remain within the County's budget constraints. We will monitor and evaluate our areas of responsibility and make recommendations for additional cost savings to the County where possible.
- **Tailored, County-specific services.** We deliver skilled and thorough plan review services for assurance of compliance with all Federal, State, and County adopted codes and ordinances. The County can expect a high-level of technical assistance to architects, engineers, contractors and most importantly the homeowner. Our staff of experienced engineers, architects and inspectors possess the ability to provide code assistance through the plan checking process to help your design community develop cost-effective projects that meet all California Building Code criteria.
- **Timely turnaround service.** We work with you to develop the most responsive schedule to meet the time constraints placed on your design community. Interwest Consulting Group will meet or exceed our proposed turnaround times.
- **Effective Coordination with other County Departments.** Our people are trained in promoting collaboration and cooperation with other departments and agencies. Effective communication is a key component and we have multiple communication solutions available which can be adjusted to address the unique needs of the County.
- **A wealth of code knowledge and building industry experience.** Our staff is licensed and state certified at the highest level of industry standards. We are familiar with the latest in

procedures including, ADA accessibility, CASp requirements, CalGreen, LEED and Energy and Residential/Commercial Fire Sprinklers.

- **Ability to adjust service levels to meet your needs.** We can quickly fine-tune staff or staffing levels to match changes in activity to ensure a high level of customer service is maintained. We have picked staff uniquely qualified and experienced to deliver the exact services requested. In addition, we are skilled at assessing time commitments, developing an accurate work plan and applying dedicated, professional personnel.

**Project Schedules**

We consistently complete **plan reviews** within required timeframes for both commercial and residential projects as our standard business practice. We work hard to accommodate any turnaround schedule desired by the County. Multi-disciplinary reviews are typically performed in our offices but we are available for onsite work when required, upon the County’s request.

Type of Job	Maximum Turn Around Time	
	First Check	Re-Check
<b>Residential</b>		
New Construction	10 Business Days	5 Business Days
Addition	10 Business Days	5 Business Days
Remodel	10 Business Days	5 Business Days
<b>Non-Residential</b>		
New Construction	10 Business Days	5 Business Days
Addition	10 Business Days	5 Business Days
Remodel (T.I.)	10 Business Days	5 Business Days
Large Complex Commercial Projects	Turnaround Time Negotiated on a Project by Project Basis	

We are also able to accommodate special project plan review needs, such as fast-track or expedited reviews. We establish specific turnaround goals and procedures with jurisdiction staff for these types of projects.

Interwest Consulting Group will work with your organization to provide **inspection** staff within 48 hours of notice. Our inspectors are familiar with a multitude of jurisdictional scheduling and tracking systems and can quickly adapt to jurisdiction requirements. Emergency inspections (usually requests that pertain to a serious or urgent life/safety issue) can be provided as they are needed; nights, weekends and holidays. Many of our inspectors are also available to serve at the public counter when needed.

The **team** identified in Section D of this proposal will be the individuals serving the County. Should additional staffing need to be added to the team or key staff need to be adjusted, prior approval from the City will be obtained.

# Required Statements

Attachment A  
Required Statements  
Professional Plan Review and Building Inspection Services On An As Needed Basis  
Page 1 of 2

## REQUIRED STATEMENTS

This form is provided as a convenience for proposers to respond to the "Required Statements" section of this RFP. You may complete and return this form or include your own statements of assurance which meet the requirements.

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*By signature on the cover letter of this submittal and by including this document, I/we attest and agree to the following:*

A. Scope of Work and Addenda

I/We will perform the services and adhere to the requirements described in this RFP, including the following addenda issued by the County (*list the addenda by date and/or number*):

\_\_\_\_\_

B. Public Records Act

I/We acknowledge that subsequent to award of this RFP, all of part of this submittal may be released to any person or firm who may request it, as prescribed by the State of California Public Records Act (Govt. Code 6250, et seq), and that:

  X   None of this submittal is considered proprietary

OR

\_\_\_\_\_ The portions/pages of this submittal identified below are proprietary and/or confidential for the reasons stated (cite the specific exemptions allowed by the California Public Records Act/Government Code):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I/We acknowledge that the above statements may be subject to legal review and challenge.

C. Non-Substitution of Designated Staff

I/We assure that the designated project team, including sub-consultants (if any), is used for this project and that departure or reassignment of, or substitution for, any member of the designated project team or sub-consultant(s) shall not be made without the prior written approval of the County.

D. Non-Conflict of Interest

I/We warrant that no official or employee of the County has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be

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employed in the performance of such contract without immediate divulgence of such fact to the County.

E. Non-Collusion

I/We warrant that this offer is made without any previous understanding, agreement or connection with any person, firm or corporation submitting a separate proposal for the same project and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

F. Insurance Requirements

I/We agree to the indemnification and insurance requirements provided in the draft contract attached to the original RFP and that the cost of complying with the insurance requirements is included in our pricing. I/We agree to provide complete and valid insurance certificates within ten (10) days of the County's written request and acknowledge that failure to provide the documents within the time stated may result in the rejection of this proposal.

G. DEBARMENT AND SUSPENSION CERTIFICATION  
TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The proposer, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, manager:

- is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency;
- has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal agency within the past 3 years;
- does not have a proposed debarment pending; and
- has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Interwest does not have any exceptions to this certification.

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Exceptions will not necessarily result in denial of award, but will be considered in determining the firm's responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Note: Providing false information may result in criminal prosecution or administrative sanctions. The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this document.

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## Exceptions

We have reviewed the terms and conditions identified in the County's Scope of Work and Draft Contract (Attachment C of the Request for Proposal). Interwest Consulting Group does not have any proposed exceptions, alterations, or amendments and would enter such agreement if awarded a contract.

**EXHIBIT "C"**

**Fee Schedule**

CONTRACTOR will submit monthly invoices to the COUNTY for actual services rendered for costs as shown in fee schedule below. COUNTY will pay approved charges net 30 days. Any changes to hourly rates must be presented by the CONTRACTOR and approved by the COUNTY before the effective date.

**RATE AND SERVICE STRUCTURE FOR BUILDING INSPECTION AND OTHER SERVICES**

1. CONTRACTOR will provide required building inspection classifications and staffing services according to the needs of the COUNTY.
2. Building Inspection and other staffing services will be billed at the hourly rates listed within the Schedule of Hourly Billing Rates.

Fee structure for plan review	COST
Indicate the fee as a percentage of the County's collected plan review fee of a first time review and on recheck. This fee should include shipping and courier service.	65%
Indicate the fee as a percentage of the County's collected plan review separated into a full review (architectural, utilities, grading, disabled access, structural, etc.) and a structural only review.	65%-Full 45%-Structural Only 30%-MEP Only
Indicate fee to provide expedited plan review processing, consisting of a first time review and on recheck with a turn-around time of not more than five (5) days.	1.4x
Indicate fee to provide expedited plan review processing, consisting of a first time review and on recheck with a turn-around time of not more than five (5) days.	1.4x
<b>FEE SCHEDULE: Provide the hourly billing rates for each of the following personnel categories. If an additional charge will be assessed for mileage, indicate the charge per mile. Otherwise this rate should be all inclusive for each of the respective job classifications:</b>	<b>COST</b>
Certified Building Inspector	\$90
Certified Building Official	\$135
Certified Permit Inspector	\$90
Plans Examiner	\$90
Certified Access Specialist (CASp)	\$95
Permit Technician	\$60
Administrative	\$60


Name of Firm: Interwest Consulting Group, Inc.

See attached for supplemental information/additional classifications

Authorized Signature: 

Printed Name and Title: Ron Beehler, Director, Building Safety Services

Date: 4.23.18

Contractor approves this page 

COST PROPOSAL  
SUPPLEMENTAL INFORMATION – Additional Classifications

**SCHEDULE OF HOURLY BILLING RATES**

<b>CLASSIFICATION</b>	<b>HOURLY BILLING RATE</b>
Licensed Engineer .....	\$135
Fire Plans Examiner.....	\$100
Fire Inspector .....	\$90-95

Additional Charges:

Mileage for Inspectors will be charged at the current IRS Rate.