

Submitted To  
**City of RIALTO**

Submitted via PlanetBids:

<https://pbsystem.planetbids.com/portal/28159/portal-home>



# Work Proposal

## RFP #23-031 BUILDING AND SAFETY SERVICES



**TRANSTECH**

Est. 1989

Submitted By  
**TRANSTECH Engineers, Inc.**

Contact Person for this Proposal:

Ayla Jefferson, CBO, CSP

Principal Building Official

E: [ayla.jefferson@transtech.org](mailto:ayla.jefferson@transtech.org)

C: 909-851-5765

**OUR PROPOSAL IS SUBMITTED PER THE FORMAT SPECIFIED IN CITY'S RFP, SECTION 7. PROPOSAL CONTENTS.**

The proposals must be in an 8 ½ X 11 format, may be no more than a total of forty (40) pages, including an organization chart, staff resumes and appendices, and cover letter. (A minimum font size of 10 points must be used).

**NOTE:** cover letter. (A minimum font size of 10 points must be used) Dividers, attachments included in this RFP to be submitted with the proposal, and Addenda acknowledgments do **NOT** count toward the 40-page limit.

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## COVER LETTER

March 31, 2023

### Work Proposal

RFP #23-031

### BUILDING AND SAFETY SERVICES

Submitted via PlanetBids: <https://pbsystem.planetbids.com/portal/28159/portal-home>



Transtech is pleased to submit this Proposal for the subject services. This Cover Letter provides an executive summary of our proposal and qualifications.

#### Company Profile:

**Established in 1989**, Established in 1989, Transtech Engineers, Inc. (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for over 33 years** and provides **municipal services to approximately 70 public agencies**. Our staff and resources include **approximately 200 staff**, including building official, plan checkers, inspectors, engineers, project managers, designers, construction managers, traffic and transportation analysts, technicians, admin support personnel.

#### Service Capabilities:

Transtech is a **multi-disciplinary municipal engineering consulting firm**. Our service capabilities include:

- **Building & Safety Services**, Building Inspection, Plan Check, Building Evaluations, City Building Official, Code Enforcement
- Civil Engineering,
- Staff Augmentation
- CIP Program Management
- Construction Management and Inspection
- Federally Funded Project Management
- Grant Writing
- CDBG Project Management
- City Engineer, City Traffic Engineer, Development Review, Public Works Engineering, Plan Check, Inspection
- Labor Compliance
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, Right-of-way Engineering
- Emergency, Support Services

#### Unique Qualifications:

One of the unique qualifications of Transtech is that we serve public agencies as municipal contract service providers. We serve as **Building Official, Building Plans Examiner, Building Inspector, Permit Technician**, City Engineer, City Traffic Engineer, Map/Plan Checker, Public Works/Permit Inspector, CIP Manager, Construction Manager, Construction Inspector, Designer, Federally Funded Project Manager and in other capacities for a number of public agencies.

#### Transtech's Plan Check and Inspection Capacity in numbers:

- We maintain and manage **25 electronic plan submittal portals**.
- In 2022, we processed and reviewed **13,000 plan sets with 96,000 documents and performed 15,000 inspections**.

#### Working in Mixed Staff/Consultant Environment:

We consider our staff as extension of City staff, and work in the same structure and hierarchy as other City staff. We coordinate and interact with various in-house City staff members just as another City staff member as part of the City Team.

#### Expedited/Off-Business Hours/Weekend Services:



If the City receives a request from applicants for expedited plan check services, Transtech staff will provide additional resources to accommodate such a request. If the City requests inspection services, Transtech staff will provide additional resources to accommodate inspection requests during off business hours and weekends.

#### **Electronic Plan Check:**

Transtech provides all Electronic Plan Check. Please [click here](#) for a sample of our electronic plan check portal at one of our contract Cities. We offer electronic plan check submittal portal to our client cities at no cost. We have been successfully moved all our contract cities to electronic plan submittal and review. Typically within the first 3 months of the service we help our contract Cities to efficiently implement workflows to move them 100% electronic plan submittal and reviews.

#### **Virtual Counter:**

We offer virtual meetings with plan checkers. Please [click here](#) to explore the virtual plan check counter appointment calendar for one of the Cities,

#### **Community Involvement:**

Supporting civic and community activities demonstrates Transtech's commitment to the progress, health, and well-being of the communities we serve. This is something that we take pride in as a company. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events. Our goal is not just to serve as an engineering consultant which is what we are best at, but also in being an active partner with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

#### **Staff Availability and Commitment:**

We have a readily available large pool of staff with diversified and extensive expertise in requested services and will be able to respond to service requests.

#### **Training Program:**

We offer to any City staff, who are involved in inspection, plan check and permit issuance, an option to participate in our training program for code updates and process, as well as ICC certification training.

#### **We believe our team is well qualified to perform the services requested:**

We have extensive experience working with Public Agencies in similar assignments. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies.

- ✓ Successfully providing **similar services to many agencies** for over 33 years.
- ✓ Proven track record in **on time** and **within budget** project delivery.
- ✓ **Multi-disciplinary** engineering consulting service capabilities to provide an array of municipal services.
- ✓ Committed to producing a **high-quality work product and deliver a high level of customer care**.
- ✓ **Understanding of public agencies procedures, and policies**, and extensive experience in preparing staff reports, and **presentations to City Council, Boards and public**.
- ✓ Our services are founded on the principals of **Total Quality Management** for **Total Customer Care and Satisfaction**.

Thank you for the opportunity to submit this proposal. Should you have any questions, or require additional information, please contact the undersigned.

Sincerely



Ayla Jefferson, CBO, CSP, Principal Building Official  
E: [ayla.jefferson@transtech.org](mailto:ayla.jefferson@transtech.org)  
C: 909-851-5765, O: 909-595-8599, ext.123



Dennis Tarango, CBO, CSP, Principal Building Official  
E: [dennis.tarango@transtech.org](mailto:dennis.tarango@transtech.org)  
C: 909-821-7117, O: 909-595-8599, ext.127



## A. UNDERSTANDING OF CITY'S REQUEST FOR PROPOSAL NEEDS

The City of Rialto is requesting proposals from qualified professional firms to provide building and safety services based on the California Building Codes, as adopted by the City of Rialto Municipal Code Title 15, as well as other applicable City ordinances, including the following on an as needed basis:

- Plan check Services
- Building inspection Services
- Counter Staff Services

The **first plan check** shall consist of a complete and thorough review to determine if the plans meet minimum requirements of the code. The consultant shall review the documents for uniformity, consistency, and completeness and check calculations, supporting documents, and plans for reasonableness and accuracy. A "Correction List" of items needed to be responded to, including any items and/or information required, shall be returned to City staff, within the time limits set forth in the progress and completion section.

**The goal is to minimize subsequent plan checks.** The City will return the plan check comments to the Applicant. If the Applicant has any comments or requires a meeting(s), the consultant may be required to meet with the Applicant to discuss and clarify any plan check comments, questions and corrections.

The **second plan check** submittal will include the first plan check mark-ups and any supplemental information requested. The submittal shall address all of the first plan check

comments. Again, the consultant shall review the plans in accordance with the applicable codes and ordinances. The City will return the plan check comments, questions and corrections to the applicant in the time frame in the progress and completion section.

The **third plan check**, if necessary, should be with only minor comments anticipated. Again, the Applicant shall submit third plan check, including second plan check mark-up and any supplemental information requested. The third plan check submittal shall address all of the second plan check comments, questions and corrections. The City will return the plan check comments to the Applicant in the time frame indicated in the progress and completion section.

Upon the consultant's completion of plan check, stamped approved plans will be returned to the City for permit processing.

Consultant must be able to perform electronic plan review when this process becomes available.

### **PROGRESS AND COMPLETION**

From the time of pick-up from the City to delivery back to the City, the Consultant shall complete each check within the time specified below:

1. First Check - ten (10) calendar days
2. Second Check - seven (7) calendar days
3. Subsequent Check(s) - five (5) calendar days

The building inspection services will include: The routine duties in support of the Building Division's operations and activities; inspects buildings and structures as assigned to ensure compliance with applicable codes, ordinances and regulations.

May confer with architects, contractors, builders and the general public in the field and office; perform counter service duties; explain and interpret building requirements and restrictions.



Maintains files and reports regarding inspection and plan check activities and findings Performs related duties and responsibilities as required.

### **BILLING**

Monthly invoices to include itemized Statement including:

- Total # of plan checks reviewed
- Plan check rate billed for each project based on percentage of total collected
- Total # of hours billed for each revision plan check
- Building inspector Hours and total
- Additional staff support hours and total
- Performance Matrix:
  - Detailed report showing the Review turnaround (PC1, PC2, PC3) Date received, date sent back to city, date notified applicant, date released for each plan check

## **B. APPROACH IN DELIVERING BUILDING AND SAFETY SERVICES**

**Transtech's unique "Customer Care" approach in delivering Building and Safety Services in an **efficient, cost-effective, timely and customer friendly** manner:**

- ✓ Transtech is well known in providing **Cost Effective Services** on time with a **customer friendly and responsive** approach.
- ✓ Our services are founded on the principles of **Total Quality Management** for **Total Customer Care**.
- ✓ We have a **structured approach** to execute projects in an efficient manner that makes Transtech capable of providing the City with the highest quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities. These guidelines ensure a consistent approach to the execution of assignments undertaken by our organization in compliance with City's specific procedures, standards, and requirements.
- ✓ We start by **working with the applicant early on** and during plan review to help them prepare a set of plans which have all of the required information clearly and logically presented.
- ✓ Additionally, we never hesitate to make suggestions which help eliminate complicated details, **reduce construction costs, and/or provide details which are easy to verify in the field**. Experience has taught us well that inspection time and applicant frustration can both be substantially reduced, while increasing overall compliance, by producing a better set of plans during the plan review process. And in the case of homeowners, **this policy often demonstrates early on that the City really is truly a partner in a process that can often be a source of stress and tension for many applicants, and we fully understand that.**
- ✓ This policy reduces the number of plan review rechecks required, **allows the applicant to obtain a permit much sooner**, and reduces the overall time our staff is required to spend on that particular plan.
- ✓ Transtech provides all plan check **comments on electronic files**. All plan check comments are provided on pdf format electronically, **as well as hard copies**. Plan review corrections are written clearly and are **fully detailed to explain the Code deficiency**.
- ✓ To help the applicant better understand the problem, Transtech provides as much information during plan review as possible. We believe that if the applicant has a **clear understanding of the problem**, he or she can take the necessary steps to correct the condition. This policy reduces the number of plan review rechecks required, allows the applicant to **obtain a permit much sooner**, and reduces the overall



time our staff is required to spend on that particular plan. Unclear and/or cryptic corrections are never written, and all correction lists, except those written over the counter, are typed and printed on a laser printer.

- ✓ Our plan checkers **confer early on and respond to questions** from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks where the plan corrections.
- ✓ Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps **eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field.**
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our **"Same Day Response"** motto.
- ✓ **Responsiveness is an integral part** of Transtech's "customer friendly" service approach.
- ✓ We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing **"Customer Care"** to the City, City's patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

#### Plan Check Processing:

When a plan check order is received, it is logged and reviewed by Building Staff and then assigned to applicable plan checkers. The plan check duration is monitored thru the plan check log data base, which generates messages at identified intervals to inform plan checker and supervising Sr. Staff so that they are aware of how the progress and status continuously. If any potential delay is monitored, necessary steps are taken, such as meeting with plan checker to review the schedule, workload, performance, and identify actions, including assigning additional staff, if necessary, to ensure timely completion of assignment.

#### Plan Check Coordination:

- Our plan checkers respond to questions from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks.
- Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field. This pro-active approach reduces inspection time and questions, and applicant frustration, while increasing overall compliance, by producing a better set of plans during plan review process. Especially, when the applicant is a homeowner trying to improve his/her property, this policy often demonstrates early on that the City really is here to help.

#### Approach to Meeting with Applicants:

Our staff is available to applicants by phone and through email or through virtual meeting for questions or available to meet for rechecks if necessary. Our policy is to meet with applicants virtually via TEAMS or ZOOM or when necessary, at City Hall, but we also have an available facility at our office meetings with applicants.

#### Expedited/Off-Business Hours/Weekend Services:

If the City receives a request from applicants for expedited plan check services, Transtech staff is able to provide additional resources to accommodate such a request. If the City requests inspection services,



Transtech staff will provide additional resources to accommodate inspection requests during off business hours and weekends.

**Quick Turn Around and Expedited Service:**

Transtech will provide plan checks on a **quick turn-around schedule**. Transtech also provides expedited service when requested. **Applicant will be able to see online on real time the progress of plan check submittals.**

**Weekend, Holiday & After Work Inspection:**

Transtech is readily available and has the resources to provide weekend, holiday, and after-work hour inspections as requested by the City Manager or designee.

**Initial Plan Check Service/Process Analysis/Streamlining:**

If selected by the City, Transtech will conduct a review of existing process, and perform an operational, service and quality assessment and efficiency. Based on this review, we will provide any recommendations we may have for any improvements in service quality, efficiency, and effectiveness.

These recommendations may include:

- Potential improvements to eliminate/reduce any duplicative work, overlapping and conflicting rules, regulations, processes, and procedures that might be confusing or that add unnecessary time and cost to the delivery of services.
- Note: Objective of streamlining is to "more effective and efficient administration and enforcement of the process, codes and standards". Streamlining is not regulatory abandonment.

**Performance Standards and Monitoring:**

Transtech will also develop a monitoring method to document achievement of the performance, and that personnel are providing helpful and courteous service to customers. The monitoring may include, but is not limited to, customer feedback through written questionnaires, interviews, and observations at the counter and during permit inspections and monthly statistical reports.

**Training Program:**

We offer any City staff, who are involved in inspection, plan check and permit issuance, an option to participate in our training program for code updates and process, as well as ICC certification training.

**Employment Opportunities for Local Residents:**

If the City selects Transtech, we will seek applicants from local residents for employment possibilities at our firm and offer training for various administrative and technical support positions.

**Other Services:**

Transtech is a full-service municipal consulting firm that currently provides a variety of different city services for public agencies. We understand that Transtech would be responsible for all correspondence related to activities of the Building and Safety Division. In addition, Transtech would respond to any complaints, perform investigations, provide problem-solving methods for unique or challenging plan check or code interpretation issues, provide report writing and policy & procedure recommendations, and attend City Council and Commission meetings as requested by the City Manager or designee.

**Virtual Counter:**

- We offer virtual meetings with plan checkers.

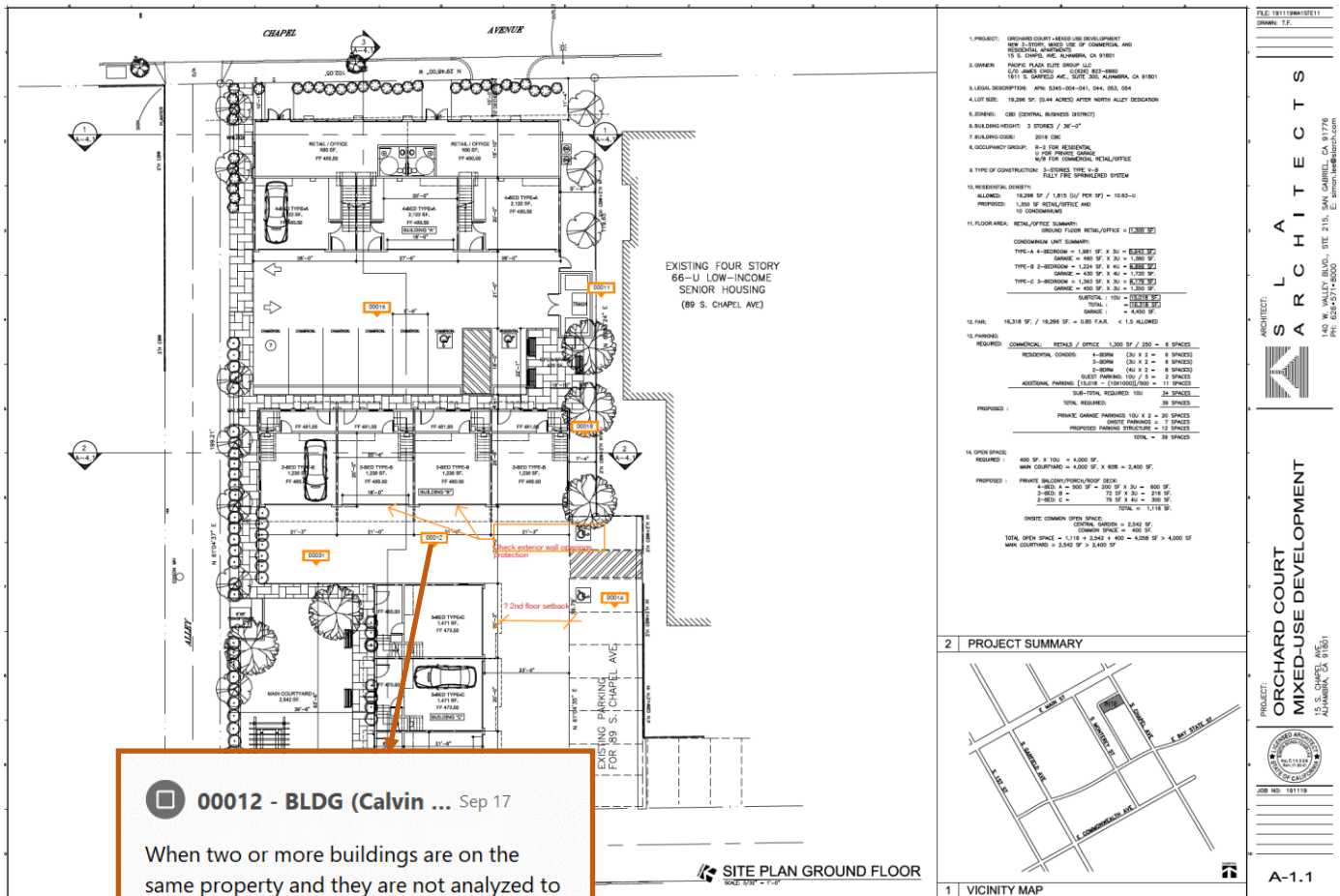


- Sample of one of our virtual plan check counter appointment calendar:  
[South Pasadena Virtual Plan checker](https://outlook.office365.com/owa/calendar/TranstechEngineers@transtech.org/bookings/)  
<https://outlook.office365.com/owa/calendar/TranstechEngineers@transtech.org/bookings/>

### Electronic Plan Check:

- Transtech provides Electronic Plan Check.
- Sample of one of our electronic plan check portals:  
[West Covina](https://gopost-transtech.eplansoftreview.com/#/login?portal=westcovinabldg)  
<https://gopost-transtech.eplansoftreview.com/#/login?portal=westcovinabldg>

Following are sample snap shots of various types of electronic plan checks.



#### 00012 - BLDG (Calvin ... Sep 17

When two or more buildings are on the same property and they are not analyzed to comply as one building, the building shall have an assumed property line between them for determining exterior walls and openings protection. Place an imaginary line between building A and building B, and between building B and building C to determine the fire separation distance. (CBC 705.3)

1 PARCEL  
11,213 S.F.

**PARCEL MAP NO. 82700**

IN THE CITY OF TEMPLE CITY  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

BEING A SUBDIVISION OF LOT 10 IN BLOCK "C" OF  
TRACED NO. 12208 AS PER MAP RECORDED IN BOOK  
202, PAGES 47 AND 48 OF MAPS IN THE OFFICE OF  
THE COUNTY RECORDER OF SAID COUNTY.

FOR CONDOMINIUM PURPOSES

**00022 - PW (Ayla Jefferson) Feb 10**

JN20427/TPM 82700/G20-39494/B20-39687  
PUBLIC WORKS/ ENGINEERING CONDITIONS  
BUILDING REVIEW / APPROVED  
GRADING REVIEW / APPROVED  
SOILS REPORT / SUBMITTED  
FINAL MAP / APPROVED

Final map review completed , you may submit Mylar , due to City closure you may mail the Mylar to the following address along with this approval notice.  
Transtech Engineers  
Plan check department, attn, Julie Robbins  
13367 Benson Ave  
Chino Ca 91710

11,213 S.F.

SCALE: 1" = 20'

**PARCEL MAP NO. 82700**

IN THE CITY OF TEMPLE CITY  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

FOR CONDOMINIUM PURPOSES

11,213 S.F.

10 February 2021

## CITY OF TEMPLE CITY PUBLIC WORKS DIVISION

TC-FM82700

9040 Rancho Real Rd  
Temple City, CA  
United States

### Project Information

FM 9040 Rancho Real

+ Submittal: 3rd Submittal

+ Reference Number: JN 20427/PM 82700

### Files and Attachments

+ PM82700-1-8-2020.pdf

### Contacts

Xiping Yang

714-671-1050 ext. 119

ping@callandeng.com

### Scope of Work

FINAL MAP FOR 9040 RANCHO REAL ROAD 82700

### Instructions

IMPORTANT – PLEASE READ THE FOLLOWING:

1. This list of plan approval requirements is from the City Public Works only. All of the requirements on this list must be satisfied in order to obtain plan approval from the Public Works Department. Approval of these plans does not grant approval to violate any Code or any State or Federal Law. This list of approval requirements is not to be construed as a guarantee that all code violations have been identified and corrected.

2. The City is committed to assisting you obtain plan approval in the shortest time possible. Every effort was made by the reviewer to verify that these plans comply with current Code requirements. Some of the requirements identified in this list may already appear on your plans. As a means of expediting the review of your plans, the reviewer may have listed required items with the intention that you, as the person most familiar with your plans, will be able to identify where the required information can be found. You can also help reduce plan review turn-around time by providing all requested information along with your first plan resubmittal.

3. Indicate in the clear space provided to the left of each plan

Page 1 | Comment 00022

PM82700-1-8-2020.pdf

00022

+ Ayla Jefferson

+ ayla.jefferson@transtech.org

### Administration

JN20427/TPM 82700/G20-39494/B20-39687  
PUBLIC WORKS/ ENGINEERING CONDITIONS  
BUILDING REVIEW / APPROVED  
GRADING REVIEW / APPROVED  
SOILS REPORT / SUBMITTED  
FINAL MAP / APPROVED

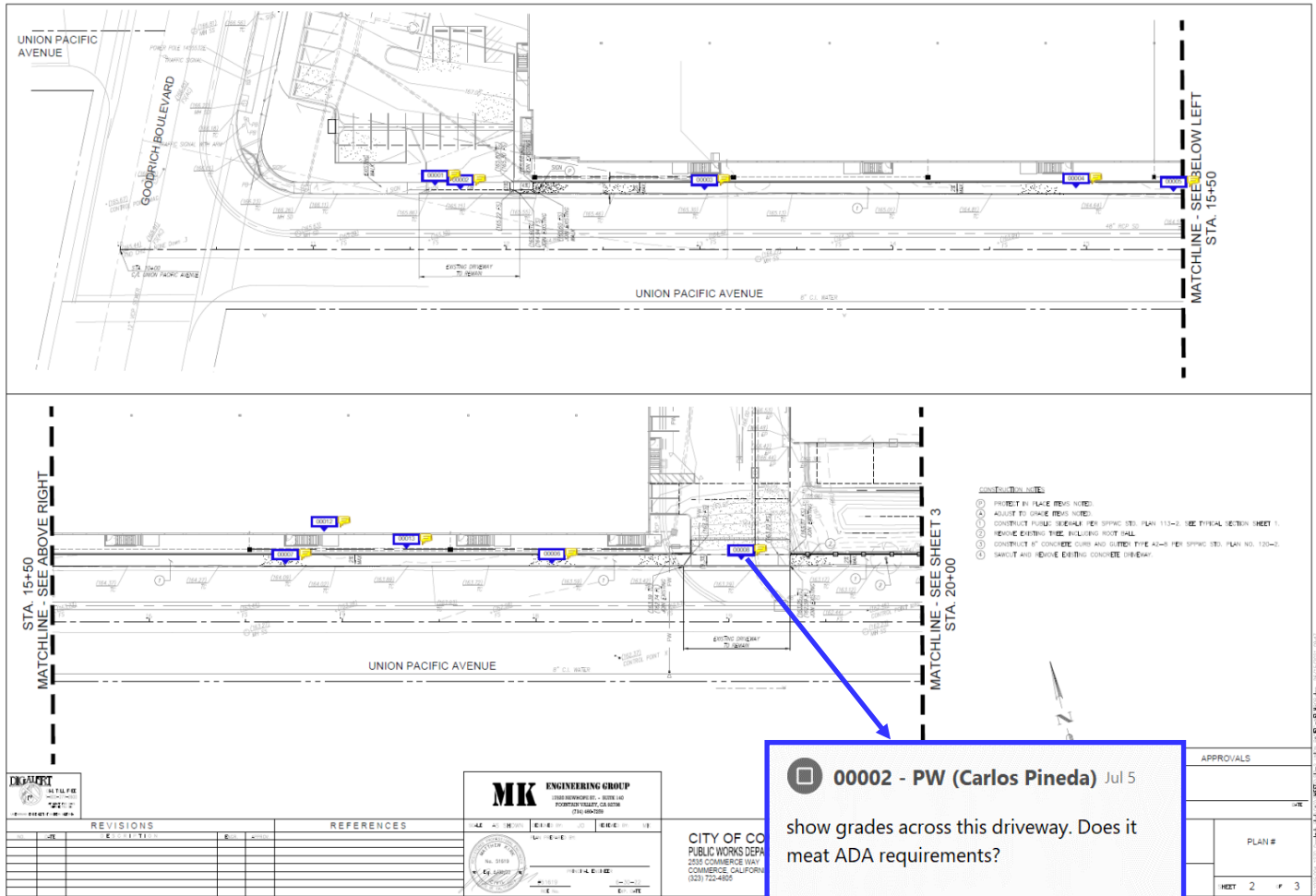
Final map review completed , you may submit Mylar , due to City closure you may mail the Mylar to the following address along with this approval notice.

Transtech Engineers

Plan check department, attn, Julie Robbins

13367 Benson Ave





## C. FIRM QUALIFICATIONS

### C.1. About Transtech

#### Company Profile:

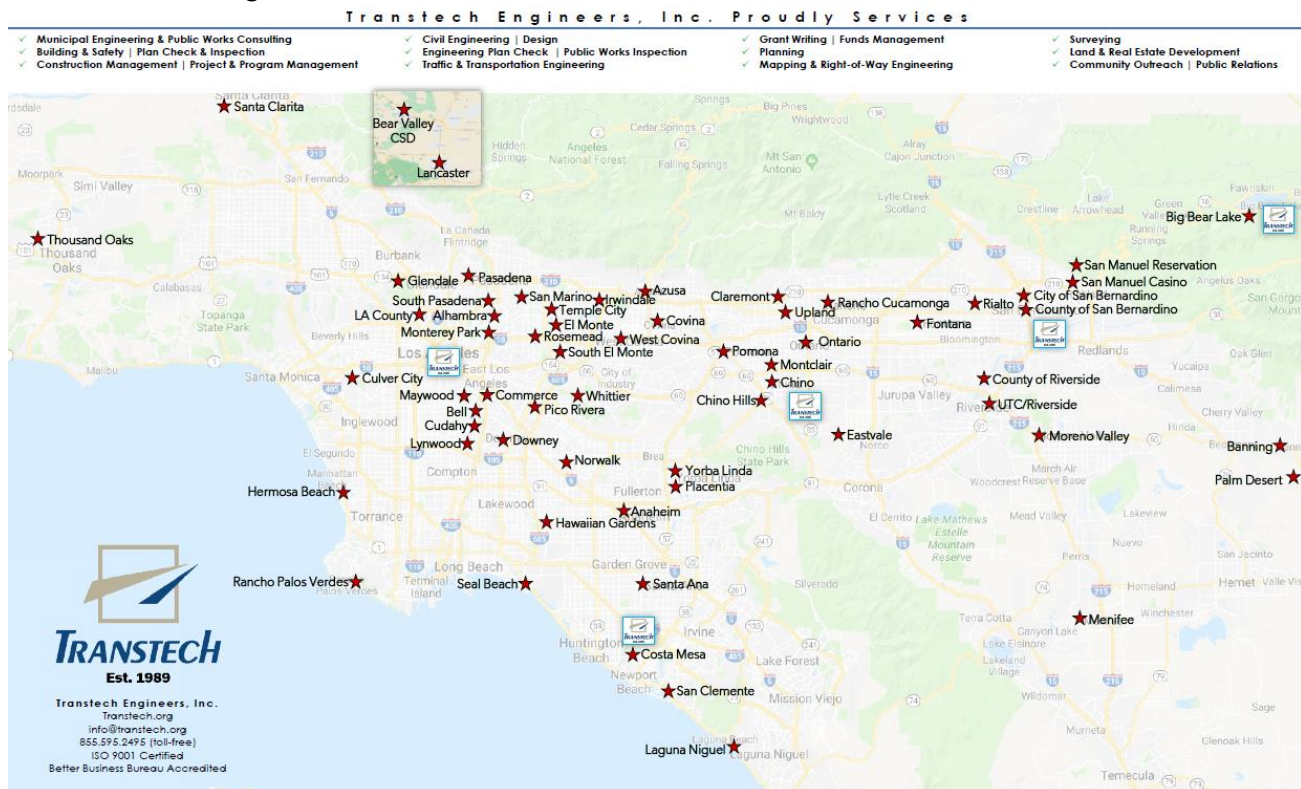
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#### Service Capabilities:

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- Civil Engineering,
- Staff Augmentation
- CIP Program Management
- Construction Management and Inspection
- Federally Funded Project Management
- Grant Writing
- CDBG Project Management
- City Engineer, City Traffic Engineer, Development Review, Public Works Engineering, Plan Check, Inspection
- Labor Compliance
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, Right-of-way Engineering
- Emergency, Support Services

**Currently, we are providing municipal, services to approximately 70 agencies, including Building and Safety Services to several agencies:**



**City of Temple City**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Technician

**City of Commerce**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Tech

**City of Big Bear Lake**

- ✓ **Building & Safety Services:** Building Plan Review

**City of Maywood**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Inspection, Permit Technician

**City of Chino**

- ✓ **CIP Management Services:** Transtech is City's Contract CIP Manager for major Public Works Projects

**City of Ontario**

- ✓ **CIP Management Services:** Transtech is City's Contract CIP Manager for major Public Works Projects

**City of Monterey Park**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, plan check and as-needed inspection

**Bear Valley Community Services District**

- ✓ **District Engineering Services/CIP Management:** Engineering Support, Traffic Engineering, CIP Management

**City of South Pasadena**

- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Tech

**City of Seal Beach**

- ✓ **Building & Safety Services:** Building Official, Plan Review, As-needed Inspection

**City of Alhambra**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Technician

**City of South El Monte**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, Plan Review, As-needed Inspection, As-Needed Permit Technician

**City of West Covina**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW PC, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Technician

**City of Rosemead**

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Tech

**City of Pico Rivera**

- ✓ **City Engineering and CIP Management Services:** City Engineer and CIP Management.

**City of Bell**

- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection, Permit Technician

**City of Cudahy**

- ✓ **CIP Management and Engineering Services:** Traffic Eng, Design, CIP and Construction Management, PW Insp, Fed Proj Management
- ✓ **Building & Safety Services:** Plan Review.

**City of Hawaiian Gardens**

- ✓ **Building and Safety Services:** Building Official, Plan Review, Inspection, Permit Technician

**City of Downey**

- ✓ **Building & Safety Services:** Plan Review, Inspection

**County of Riverside**

- ✓ **Building & Safety Services:** Plan Review,



**City of Azusa**

- ✓ **Building & Safety Services:** Building Official, Building Plan Review, As-needed Insp

**San Manuel Indian Reservation**

- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection

**San Manuel Casino**

- ✓ **Building & Safety Services:** Building Official, Plan Review, Inspection

**City of Norwalk**

- ✓ **Building & Safety Services:** Plan Review

**City of Placentia**

- ✓ **On-call PM/CM and Development/PW Plan Check:** On-call services

**City of San Clemente**

- ✓ **On-call Services:** Development/Public Works Plan Check

**City of Rialto**

- ✓ **On-call Services:** PW Inspection and Permit Tech

**City of Culver City**

- ✓ **On-call Engineering Services:** Eng Services

**City of Santa Ana**

- ✓ **On-call Services:** Eng and Tech Support Services

**City of Chino Hills**

- ✓ **On-call Services:** Engineering

**City of Anaheim**

- ✓ **Engineering Services:** Engineering Services

**City of Pasadena**

- ✓ **On-call Engineering Services:** Engineering Services

**City of Yorba Linda**

- ✓ **Traffic Engineering Services:** On-call Traffic Engineering

**City of Rancho Palos Verdes**

- ✓ **CIP Project Management:** CIP/Fed Proj Management
- ✓ **Building & Safety Services:** Plan Review, Inspection.

**Inspection****San Bernardino County Housing Authority**

- ✓ **On-call Services:** As-Needed Support

**City of San Bernardino**

- ✓ **On-call Services:** Traffic Engineering, Constr. Management

**City of Moreno Valley**

- ✓ **Building & Safety Services:** Plan Review, Inspection

**City of El Monte**

- ✓ **On-call Services:** Engineering Support, Traffic Engineering, Construction Management, Development/Public Works Plan Check, Map and Plan Check

**County of Los Angeles**

- ✓ **Building & Safety Services:** Plan Review, Inspection

**City of San Marino**

- ✓ **City Traffic Engineering Services:** City Traffic Engineering

**City of Hermosa Beach**

- ✓ **Plan Check Services:** Dev Plan Check

**City of Banning**

- ✓ **Public Works Plan Check:** PW Plan Check and Pw Inspection

**Riverside County Economic Development Agency**

- ✓ **On-call Services:** Eng, Building Evaluations, & Surveying

**City of Lancaster**

- ✓ **Traffic Engineering Services:** On-call City Traffic Engineering

**City of Palm Desert**

- ✓ **City Traffic Engineering Services:** City Traffic Engineering

**City of Irwindale**

- ✓ **On-call Services:** Construction Management and Inspection Services

**City of Lynwood**

- ✓ **On-call Services:** Engineering, CIP and Construction Management.

**Unique Qualifications:**

One of the unique qualifications of Transtech is that we serve public agencies as municipal contract service providers. We serve as **Building Official, Building Plans Examiner, Building Inspector, Permit Technician**, City Engineer, City Traffic Engineer, Map/Plan Checker, Public Works/Permit Inspector, CIP Manager, Construction Manager, Construction Inspector, Designer, Federally Funded Project Manager and in other capacities for a number of public agencies.



## C.2. Sample Projects Representative of Transtech's Experience in Requested Services

### Transtech's Plan Check and Inspection Capacity in numbers:

- We maintain and manage **25 electronic plan submittal portals**.
- In 2022, we processed **13,000 permits** (this includes reviewing 13,000 plan sets, 96,000 documents and performing 15,000 inspections).



#### Agency: CITY OF WEST COVINA

**Project: Asteria Residential Development (Valuation \$40 m).** This development includes 158-unit residential homes.

#### Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

**Transtech serves as the City's Contract Building Official, City Engineer, City Traffic Engineer.**



#### Agency: CITY OF SOUTH EL MONTE

**Project: Chico Residential Development (Valuation \$15 m).** This development includes 13 buildings with 70 residential units.

#### Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

**Transtech serves as the City's Contract Building Official, City Engineer, City Traffic Engineer.**



#### Agency: CITY OF COMMERCE

**Project: Warehouse with Office Space Development (Valuation \$20 m).** This development includes one-story of warehouse with mezzanines for office use of 114,898 square feet of total floor area in a 5.65-acre lot.

#### Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

**Transtech serves as the City's Contract Building Official, City Engineer, City Traffic Engineer.**

**Agency: CITY OF ALHAMBRA**

**Project: Main Street Collection (Valuation \$23 m).** This development includes 4-story mixed-use project with 8,200 s ft retail space, 52 condos, 9 live/work units, 19 townhomes, and 6 shopkeeper units.

**Transtech provided following services:**

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

***Transtech serves as the City's Contract Building Official, City Engineer, City Traffic Engineer.***

**Agency: CITY OF BELL**

**Project: Residential Development, 6518 & 6522 Walker. (Valuation \$4 m).** This development includes new 14 new two-story detached single-family dwellings.

**Transtech provided following services:**

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check/Inspection.

***Transtech serves as the City's Contract Building Official, Plan Checker, Inspector.***

**Agency: SAN MANUEL BAND OF MISSION INDIANS TRIBE AND CASINO**

**Project: Casino Expansion/Development (Valuation \$700 m):** This project involves Casino's expansion program, which includes casino renovation, new hotel, entertainment center, parking structure, pedestrian bridges, alignment of entry and exit roads, and various other improvements.

**Transtech provided following services:**

Building Plan Check and Inspection.

Fire Plan Check.

***Transtech serves as the Tribe's and Casino's (they are 2 sperate entities) Contract Building Official, Plan Checker, Inspector and Fire Marshall.***

**Agency: CITY OF TEMPLE CITY**

**Project: Blossom Walk Residential Development (Valuation \$6 m).** This development includes 24-unit condominiums and 4 single family homes.

**Transtech provided following services:**

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

***Transtech serves as the City's Contract Building Official, City Engineer, City Traffic Engineer.***

**Agency: CITY OF WEST COVINA**

**Project: Medical Center Building (Valuation \$20 m).** This project is a new Medical Office Building of approximately 55,000 sf that will operate 24/7 providing a radiation oncology department and infusion department.

**Transtech provided following services:**

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

***Transtech serves as the City's Contract Building Official, City Engineer, City Traffic Engineer.***

**Agency: CITY OF SOUTH PASADENA**

**Project: 820 Mission Development LLC (Project Value: \$10M).** This project is a new office building with one residential unit above, new 15-unit townhome cluster with office fronting Mission Street with one-level subterranean parking, convert existing 3-story industrial building into 9 residential units, construct 13 townhome units.

**Transtech provided following services:**

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.

Building Plan Check and Inspection.

***Transtech serves as the City's Contract Building Official.***

### C.3. References

**CITY OF ALHAMBRA** (Year started and completed: 1993 – Ongoing Service)

Contact: Andrew Ho, Community Development Director; T: 626-570-5041;  
E: [andrewho@cityofalhambra.org](mailto:andrewho@cityofalhambra.org)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**; City Engineering Services; Traffic Engineering; CIP Management; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check.

**CITY OF SOUTH PASADENA** (Year started and completed: 1997 – Ongoing Service)

Contact: Angelica Frausto-Lupo, Community Development Director; T: 626-403-7222;  
E: [afraustolupo@southpasadenaca.gov](mailto:afraustolupo@southpasadenaca.gov)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**

**CITY OF TEMPLE CITY** (Year started and completed: 2012 – Ongoing Service)

Contact: Bryan Cook, City Manager; T: 626-285-2171; E: [bcook@templecity.us](mailto:bcook@templecity.us)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**; City Engineering Services; Traffic Engineering; CIP Management; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check.

**CITY OF MONTEREY PARK** (Year started and completed: 2013 – Ongoing Service)

Contact: Ron Bow, City Manager; T: 626-307-1255; E: [rbow@montereypark.ca.gov](mailto:rbow@montereypark.ca.gov)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**; City Engineering Services; Traffic Engineering; CIP Management; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check.

**CITY OF WEST COVINA** (Year started and completed: 2019 – Ongoing Service)

Contact: David Carmany, City Manager; T: 626-939-8401; E: [dcarmany@westcovina.org](mailto:dcarmany@westcovina.org)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**; City Engineering Services; Traffic Engineering; CIP Management; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check.

**CITY OF COMMERCE** (Year started and completed: 2003 – Ongoing Service)

Contact: Vilko Domic, Assistant City Manager; T: 323-722-4805; E: [vilkod@ci.commerce.ca.us](mailto:vilkod@ci.commerce.ca.us)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**; City Engineering Services; Traffic Engineering; CIP Management; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check.

**CITY OF AZUSA** (Year started and completed: 2019 – Ongoing Service)

Contact: Sergio Gonzalez, City Manager; T: 626-812-5239; E: [sergio.gonzalez@azusaca.gov](mailto:sergio.gonzalez@azusaca.gov)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**

**CITY OF BELL** (Year started and completed: 2015 – Ongoing Service)

Contact: Manuel Acosta, Community Development Director, T: (323) 588-6211, E: [macosta@cityofbell.org](mailto:macosta@cityofbell.org)

Services Provided: **Building & Safety Services (Building Official, Plan Check, Inspection)**

Please see reference letters on following pages from above references:





Gateway  
to the  
San Gabriel Valley

111  
South First Street  
Alhambra  
California  
91801

City of Alhambra  
Community Development Department

March 14, 2022

Subject: Transtech Engineers, Inc.  
Letter of Recommendation

To Whom It May Concern:

Transtech has been providing full-service City Engineering and Building and Safety services to the City of Alhambra for nearly 30 years.

They provide excellent customer care and service not only internally to City staff but also to the public who frequently interacts with them through both their Engineering and Building and Safety Services. They continue to be an integral part of the city.

They have teams serving both our Public Works and Community Development Departments in the capacities of Building Official, Permit Technician, Building Inspector, and Building Plan Check/Review, City Engineer, City Traffic Engineer, Public Works Engineering, CIP Management, Construction Management, Grant Management, and as-needed Professional Services inclusive of planning, design, project management, construction management, and inspection.

The city has had nothing but positive experiences with their staff and we are extremely satisfied with their services over the many years. They continue to provide the highest quality work with professionalism and a high regard to customer service. Their commitment to quality and quick responsiveness sets them apart from others. I highly recommend them for their services.

Best Regards,

Andrew Ho  
City of Alhambra  
Director of Community Development  
[andrewho@cityofalhambra.org](mailto:andrewho@cityofalhambra.org)





## CITY OF SOUTH PASADENA

## COMMUNITY DEVELOPMENT DEPARTMENT

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL. (626) 403-7220

March 11, 2022

Subject: Reference Letter for Transtech, Inc.

To whom it may concern:

I have the pleasure to work alongside the Transtech's Building and Safety team in my role as the Community Development Director with the City of South Pasadena. Transtech has been providing full Building and Safety Services, including Building Official, Permit Technician, Building Inspector, and Building Plan Check services to the City for over twenty years. They manage all aspects of the City's Building and Safety Division.

I can confidently say that I am extremely satisfied with Transtech's services. They provide the highest quality of services to the City and the applicants. Transtech has led the City in innovation and implementation of online and digital-based services, allowing the City to provide all building-related services electronically.

Transtech provides high quality services in an efficient and cost-effective manner. They are responsive, professional and timely on all of their assignments. The City frequently receives positive feedback from the community and applicants who interact with their staff, and the City staff continues to have a great working relationship with the team.

Their commitment to quality and quick responsiveness for any needs the City may have sets them apart from others. I highly recommend them for their services. Please do not hesitate to call (626-403-7222) or email ([afraustolupo@southpasadenaca.gov](mailto:afraustolupo@southpasadenaca.gov)) should you have any questions.

Best Regards,

Angelica Frausto-Lupo  
Community Development Director





9701 Las Tunas Drive • Temple City • California 91780 • 626-285-2171

March 14, 2022

Subject: Letter of Reference, Transtech Engineers, Inc. – Municipal Services

Transtech Engineers, Inc. has continuously served the City of Temple City since 2012, providing a full array of City Engineering, Building and Safety, and Construction Management services. Throughout their tenure in Temple City, where I have served as City Manager since 2014, they have cost-effectively provided high-quality services with highly qualified professionals and expertise which has been of excellent service to Temple City.

Transtech employees and management are responsive to any issues and requests and provide expert advice to complex and day-to-day municipal concerns. The Transtech team provides the City of Temple City with a broad array of municipal services, including serving as the City Engineer, City Building Official, CIP Project Construction Manager, and City Traffic Engineer. In addition, the firm provides the City with Building Plan Check Review and, as needed, Professional Services, including planning, public works project design and compliance services, building and public works inspection services, and construction management services.

Transtech serves as a vital and critical partner to the City of Temple City in delivering excellent service to the community. For example, during the pandemic, the City continued providing building and engineering services mainly due to the partnership with the City staff and Transtech management and employees in delivering virtual building and plan check reviews and permitting services. This partnership led to a seamless transition of services during the pandemic, allowing for uninterrupted service continuity.

Based on my experience working directly with Transtech's management and staff and the feedback we receive from the Community, City Staff, and other stakeholders, we have been very satisfied with the quality of work and services provided to the City. Based on my direct experience, I would highly recommend their services. If you have any questions, please call me directly at 626-285-2171, ext—4105, or e-mail at [bcook@templecity.us](mailto:bcook@templecity.us).

Sincerely,

Bryan Cook  
City Manager

## CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896  
[www.montereypark.ca.gov](http://www.montereypark.ca.gov)



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**City Council**

Peter Chan  
Hans Liang  
Henry Lo  
Fred Somoso  
Yvonne Yiu

**City Clerk**

Vincent D. Chang

**City Treasurer**

Joseph Leon

March 10, 2022

Re: Letter of Recommendation – Transtech Engineers, Inc.

Transtech has been providing high-quality services to the City of Monterey Park since 2012.

Currently, Transtech is providing both Building and Safety Services and Engineering Support in the capacity of City and Traffic Engineering, Public Works Plan Check, CIP Management, Grant/Funding Management, and as-needed Professional Services inclusive of staff augmentation, planning, design, project management, construction management, and inspection.

They also serve as the Building Official, providing Building Inspection and Building Plan Check/Review services. Transtech implemented expedited review services to support the building department for reviewing development projects in the City.

Notably, they have been especially helpful in expediting the delivery of the City's CIP projects, including numerous Master Plan and ADA projects for our parks, and securing substantial funding allocations for infrastructure projects for the City.

Transtech remains customer service-oriented and professional in all its interactions with City Staff, the public, applicants, and residents. They are responsive to our and the community's needs and provide excellent services.

I am very confident in recommending their professional services. If you have any questions, feel free to contact me at (626) 307-1255 or at [rbow@montereypark.ca.gov](mailto:rbow@montereypark.ca.gov).

Thank you.

A handwritten signature in blue ink, appearing to read "Ron Bow".

Ron Bow  
City Manager

*Pride in the Past • Faith in the Future*



Work Proposal

RFP #23-031

BUILDING AND SAFETY SERVICES





March 7, 2022

Subject: Letter of reference: Transtech Engineers, Inc.

Transtech has been providing services to the City of West Covina since 2019. Transtech provides a full suite of City Engineering and Building & Safety services. The firm currently serves in the capacity of City Engineer, City Traffic Engineer, Public Works Engineering, Public Works Permitting and Inspection, Capital Improvement Program Management, Project and Construction Management, Design, Grant Writing & Management, providing as-needed Professional Services, Building Official, Plans Examiner, Building Inspector, and Permit Technician.

Transtech exemplifies public service. The firm has proven to be quite responsive to community needs and is a vital City partner. Since they came aboard, West Covina residents and applicants have consistently complimented us on their work on our behalf. In their roles they frequently interact with the public, residents, businesses, and community members and have always provided the highest level of customer service and project delivery.

Transtech has helped West Covina define bold new horizons of community service. During the pandemic the Transtech team continued to provide exceptional service to the City, introducing an electronic plan check portal and streamlining Building and Safety operations for more efficiency. Their leadership and continued service commitment to the City has been exceptional. Additionally, the firm has been working quite closely with my office as West Covina seeks to garner State approval and establish a municipal Health Department.

Transtech principals are directly involved. The Transtech Team provides high quality work and have principal level involvement which ensures the success of their services. The firm is cost effective in their approach and have proven themselves to be an extremely valuable asset to the City.

I am pleased to write this letter of recommendation for Transtech. I recommend the firm without reservation. If I can provide any additional information, please let me know.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Carmany".

David Carmany  
City Manager  
T: (626) 939-8400  
E: [dcarmany@westcovina.org](mailto:dcarmany@westcovina.org)

1444 West Garvey Avenue • West Covina • CA 91790 • Phone (626) 939-8401 • Fax (626) 939-8406



## CITY OF COMMERCE

Jose D. Jimenez, Director of Economic  
Development and Planning  
**ECONOMIC DEVELOPMENT AND  
PLANNING**

March 8, 2022

**Subject: Transtech Engineers, Inc. Letter of Reference – City of Commerce**

It is my pleasure to recommend and provide full support for Transtech Engineers, Inc. As Director in two different municipalities, I've had the distinct pleasure of utilizing Transtech for a variety of municipal services. Currently, we partner with Transtech Engineers, Inc. to provide Building and Safety Services, as well as City Engineering Services to the City of Commerce.

They serve in the capacity of Building Official, Permit Technician, Building Inspector, Building Plan Check/Review, City Engineer, City Traffic Engineer, Public Works Engineering, CIP Management, Construction Management, Grant Management, and as-needed Professional Services inclusive of planning, design, project management, construction management, and inspection.

Transtech has always provided the highest quality work. Their staff is professional and courteous; their work is efficient and cost effective; and they truly are a partner to the City of Commerce.

Within the two municipalities where I partnered with Transtech, their staff has always been professional and extremely responsive to the needs of the respective cities. They provide excellent customer service in all of the interactions with City Staff, the Departments, and the public.

Their leadership and continued service commitment to the City has been to the highest degree of service that one can expect.

If you have any further questions, please feel free to contact me at [jjimenez@ci.commerce.ca.us](mailto:jjimenez@ci.commerce.ca.us), or via phone at (323) 722-4805 ext. 2389.

Sincerely,

Jose D. Jimenez  
Director of Economic Development and Planning

2535 Commerce Way • Commerce, California 90040 • (323) 722-4805 • FAX (323) 888-6841



**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT**

March 8, 2022

Subject: Transtech Engineers, Inc. Reference Letter

To Whom It May Concern:

I have worked very closely with the Transtech Team during my time at two different agencies, including in my current capacity as the Director of Economic & Community Development in the City of Azusa.

Transtech currently provides plan check and inspection services for our Building Department and they continue to do excellent work. Our Department receives compliments from applicants relating to their approach to customer service and quality of work.

In all of my experience with the team, they have always provided the highest quality work; their staff is professional and courteous; their work is efficient and cost effective; and they always have the best interest of the City in mind. They have extensive public works, engineering, and building and safety knowledge and experience.

The Transtech team has always been professional, responsive, and flexible in meeting all of my Department's and the City's needs. The firm has proven themselves to be a great asset to the City and a reliable partner in getting projects completed.

They pride themselves on customer service and have always been responsive and respectful in their interactions with the public.

On behalf of the City, I highly recommend them as a service provider!

If you have any further questions, please feel free to contact me at the below information.

Sincerely,

Matt Marquez

Director of Economic & Community Development

T: 626-812-5236

E: [mmarquez@azusaca.gov](mailto:mmarquez@azusaca.gov)

City of Azusa | Economic & Community Development Department  
(626) 812-5200 | [www.azusaca.gov](http://www.azusaca.gov)





March 9, 2022

To whom it may concern,

Subject: Transtech Reference Letter

Transtech Engineers, Inc. currently provides Building and Safety Services in the capacity of Building Official, Building Inspector, and Building Plan Check/Review to the City of Bell.

I have personally had the pleasure to work with Transtech in three separate agencies over the last 12 years. Transtech staff has always been professional, responsive, and flexible in meeting all of my Department's and City's needs.

The firm has proven themselves to be a great asset to the City and a reliable partner in getting projects completed. The staff have provided excellent customer services and professional quality work to the City of Bell, with a high attention to detail. As Community Development Director, I work directly with their staff and the City is very satisfied with their services. I can confidently recommend them for their services. Transtech provides high-quality professional staff and work and are efficient and cost effective

They pride themselves on customer service, their leadership and continued service commitment to the City is exemplary. I highly recommend their services.

If you have any questions, please contact me at (323) 588-6211 extension 2623 or email me at [macosta@cityofbell.org](mailto:macosta@cityofbell.org).

Sincerely,

Manuel Acosta  
Community Development Director

6330 Pine Avenue, Bell, California 90201 • Telephone: (323) 588-6211 • Fax: (323) 771-9473



## D. FIRM RESOURCES

### D.1. Organizational Chart



DENNIS TARANGO, CBO, CSP  
Principal Building & Safety Official  
ICC Certified Building Official,  
Plans Examiner and Inspector

AYLA JEFFERSON, CBO, CSP  
Principal Building & Safety Official  
ICC Certified Building Official,  
Plans Examiner and Inspector

JASON ROBBINS, CBO, CSP, ICC Certified Building Official, Plans Examiner, Inspector  
BILL DORMAN, CBO, CSP, ICC Certified Building Official, Plans Examiner, Inspector  
JEFFREY KAO, PE, CBO, CASp, ICC Certified Building Official, Plans Examiner and Inspector  
CEM AYAN, PE, ICC Certified Plans Examiner and Inspector  
CALVIN CHANG, PE, ICC Certified Plans Examiner  
ROBERT HERNANDEZ, ICC Certified Plans Examiner and Inspector  
FRANKIE LOPEZ, ICC Certified Building Inspector  
MICHAEL ROBERTS, CBO, MCP, ICC Certified Building Official, Plans Examiner and Inspector  
NICHOLAS TARANGO, ICC Certified Building Inspector, Permit Technician  
JEREMY REED, ICC Certified Building Inspector, Permit Technician  
JONATHAN TARANGO, ICC Certified Building Inspector, CALGreen Inspector/Plans Examiner, Permit Technician  
CAN GOZUBUYUK, ICC Certified Inspector  
STEVE RIVAS, ICC Certified Building Inspector, Permit Technician  
JULIE ROBBINS, ICC Certified Permit Technician  
AMY CHAN, ICC Certified Permit Technician  
NATHAN ESTABROOK, ICC Certified Permit Technician  
GREGORY AHERN, ICC Certified Inspector, ICC Certified Fire Inspector  
JOHN TUFAN, ICC Permit Technician, CalGreen Inspector/Plans Examiner  
RONALD L. GRIESINGER, Fire Marshal, Fire Plan Checker  
DAVID RAGLAND, PE, PLS, QSD, QSP, Sr. Engineer, Map and Engineering Plan Check  
ZIAD Y. MAZBOUDI, PE, QSD, QSP, CPSWQ, Sr. Engineer, Engineering and Project Management Support  
MICHAEL ACKERMAN, PE, QSD, QSP, QISP, Sr. Engineer  
CRAIG MELICHER, PE, Sr. VP, QC/QA, Training, Code Interpretation Support

#### Subconsultants:

SOILS REPORT REVIEW SUPPORT: GEO-ADVANTEC, INC. ([www.geoadvantec.com](http://www.geoadvantec.com))  
LANDSCAPE PLAN REVIEW SUPPORT: WITHERS & SANDGREN, LTD. ([www.withersandsandgren.com](http://www.withersandsandgren.com))

#### Readily available large of pool of staff

Our staff and resources include **approximately 200 staff**, including building official, plan checkers, inspectors, engineers, project managers, designers, construction managers, traffic and transportation analysts, technicians, admin support personnel.

We have a **readily available large of pool of staff** with diversified and extensive expertise in requested services and will be able to respond to service requests and mobilize our resources quickly.



## D.2. Staff Qualifications

**Transtech has a large pool of well experienced staff with credentials and certifications and proven track record in providing building and safety services in a timely, efficient, cost-effective and customer friendly manner:**

- Transtech staff members have extensive experience and in-depth knowledge of applicable codes and regulations. Our staff members are **certified by the International Code Council (ICC)**.
- Our staff members are **involved in many local and national International Code Council (ICC) and California Building Officials (CALBO) committees and are involved in the development of local and national guidelines and codes for Building and Safety.**
- Our staff and resources include **approximately 200 staff**, including project managers, civil engineers, designers, traffic and transportation analysts, technicians plan and map checkers, surveyors, inspectors, construction managers, building officials, building plans examiners, building inspectors, planners and support personnel.
- One of the unique qualifications of Transtech is that we serve public agencies as municipal contract service providers. Several of our senior staff members have **previously worked for Public Agencies in various capacities, such as Public Works Director, City Engineer, City Traffic Engineer, CIP Manager, Building Official, Planner, and various other capacities.**
- We have extensive **experience working with Public Agencies in similar assignments.** We are **accustomed to working with governmental agencies**, and have a **good understanding of public agency issues, procedures, and policies.**

### **Licenses and Certificates of the Firm and Staff Members in Diversified Fields:**

*Transtech staff members have extensive experience and in-depth knowledge of applicable codes and regulations. Our staff members are certified by the International Code Council (ICC). We have staff who have reached the highest possible level of code administration with the **Master Code Professional designation certification from the ICC**. In addition, some of our staff members are certified as Fire Plan Checkers and Inspectors, as we provide these services to some agencies.*

### **Following are various ICC certifications held by various staff members:**

#### **Building Official Certifications:**

- ✓ Certified Master Code Professional
- ✓ Building Code Official
- ✓ Building Official

#### **Plan Check Certifications:**

- ✓ Residential Building Plans Examiner
- ✓ Commercial Building Plans Examiner
- ✓ California Building Plans Examiner
- ✓ Certified Sustainability Professional
- ✓ CalGreen Plans Examiner
- ✓ Accessibility Plans Examiner
- ✓ Commercial Energy Conservation Plans Examiner
- ✓ Residential Plans Examiner
- ✓ Mechanical Plans Examiner
- ✓ Plumbing Plans Examiner
- ✓ Electrical Plans Examiner

#### **Inspection Certifications:**

- ✓ Combination Inspector
- ✓ Commercial Building Inspector
- ✓ Residential Building Inspector
- ✓ Accessibility Inspector
- ✓ Commercial Energy Conservation Inspector
- ✓ Electrical Inspector
- ✓ Commercial Electrical Inspector
- ✓ Residential Electrical Inspector
- ✓ Residential Energy Conservation Inspector
- ✓ Residential Building Inspector
- ✓ Residential Mechanical Inspector
- ✓ Mechanical Inspector
- ✓ Commercial Mechanical Inspector
- ✓ Plumbing Inspector
- ✓ CalGreen Inspector
- ✓ Building Inspector CBC
- ✓ Building Inspector UBC
- ✓ Plumbing Inspector UPC
- ✓ California Building Inspector
- ✓ California Commercial Plumbing Inspector

#### **Additional Inspection Certifications:**

- ✓ IAPMO Plumbing, Mechanical Inspector
- ✓ Fire Code Inspector
- ✓ Fire Inspector II
- ✓ California UST Inspector

#### **Permit Technician Certification:**

- ✓ Permit Technician

#### **CACEO Certified Code Enforcement Officer**

#### **California State Fire Marshall**

**Certifications:** Certified EMT1 (AED Certification), Driver Operator 1A, Driver Operator 1B, Driver Operator, Command 1A, 1B, 2A, Firefighter 1, 2, Hazardous Materials First Responder, Instructor 1A, 1B, Investigation, 1A, Management, 1, Prevention, 1A, 1B, 1C, 1D, 2A, 3A, 3B, ICS 100, 200, S-290, S-130, S-190, PC832 with Firearms. Fire control 3, S-230 S-231 S-215, Fire Safety



**State of California Safety Assessment Program:**

- ✓ CalOES SAP Evaluator
- ✓ Also, our plan check engineers, who review maps and engineering plans are licensed as professional engineer by the State of California Board for Professional Engineers, Land Surveyors, and Geologists (BPELSG).
- ✓ In addition, some of our staff members are certified as **Fire Plan Checkers and Inspectors**, as we provide these services to some agencies.

- ✓ California Residential Mechanical Inspector
- ✓ California Residential Mechanical Inspector

Officer

**FEMA:** IS 100, 200, 241, 242, 275, 700, 288, 800, 08-A, 1900

**Our staff members are involved in many local and national International Code Council (ICC) and California Building Officials (CALBO) committees, and are involved in the development of local and national guidelines and codes for Building and Safety:**

- Chair; ICC Sustainability Membership Council
- Chair; ICC LA Basin Chapter Inspection Committee
- Commissioner; ICC Codes & Standards Council
- Commissioner; CALBO Green Committee
- Commissioner; ICC/CALBO CA Exam Committee
- Commissioner; CALBO Outreach/Communications Committee
- ICC Los Angeles Basin Chapter Board of Directors
- ICC Building Officials Membership Governing Council
- ICC Code Development Committee Vice Chair
- ICC Technology/Web Advisory Group
- IAS Accreditation Committee
- ICC LA Chapter Accessibility Committee
- Commissioner; CALBO State Licensing Boards Committee

### D.3. Resumes

**AYLA JEFFERSON, CBO, CSP, Principal Building & Safety Official, ICC Certified Building Official, Plans Examiner and Inspector**



**Education**

- Rio Hondo College, CE, Bosphorous Univ, Turkey, Athanee Royal, Belgium

**Registrations/Certifications**

- ICC Certifications: Building Code Official, Certified Building Official, Certified Sustainability Professional, Accessibility Inspector, Accessibility Plans Examiner, Building Plans Examiner, California Building Plans Examiner, CalGreen Plans Examiner and Inspector, Building Inspector CBC, Building Inspector UBC, Plumbing Inspector UPC, California Commercial Plumbing Inspector, Residential Mechanical Inspector, California Residential Mechanical Inspector, Permit Technician
- IAPMO Plumbing, Mechanical Inspector

**Highlights**

Ms. Jefferson has over 25 years of experience in private and governmental sector. She has extensive experience in managing building and safety departments of different municipalities under Transtech contracts. She has served as Building Official, Deputy Building Official, Plan Checker, Code Enforcement Official, Community Improvement Coordinator, Planning Technician, and Inspector for various municipalities.

**DENNIS TARANGO, CBO, CSP, Principal Building & Safety Official, ICC Certified Building Official, Plans Examiner and Inspector**



**Education**

- Cal Poly, Engineering
- Fresno State BA
- Rio Hondo College

**Registrations/Certifications**

- ICC Certified Building Official, Plans Examiner, Commercial Building Inspector, Building



Inspector UBC, Fire Plans Examiner

### Highlights

- ICC Sustainability Membership Council Governing Committee

Mr. Tarango has over 20 years of experience in the building and safety. He is experienced in managing building and safety departments of different municipalities. Currently he is serving as Building Official for Transtech Contract Cities. At Transtech, Mr. Tarango is responsible for the Building and Safety Division as well as business development, client relations, and management oversight. With his analytical and strategic management skills, he provides strong leadership and develops staff to enhance the Departments abilities. Prior to working for Transtech, Mr. Tarango served as Deputy Building Official, Plans Examiner, and Senior Building Inspector for various local cities including the City of Diamond Bar, City of Yorba Linda, and City of Hemet.

### JASON ROBBINS, CBO, CSP, ICC Certified Building Official, Plans Examiner, Inspector Education



- A.A. and A.S. Degrees; Cal State LA, Computer Science (In Progress)

### Registrations/Certifications

- ICC Certified Building Inspector, Commercial Building Inspector, Res. Combo, Building, Electrical, Mechanical, Plumbing Inspector, Permit Technician

### Highlights

Mr. Robbins has over 6 years of experience working in governmental environments. He is assigned to various Transtech Contract Cities. He has served as Permit Technician and as Building Inspector under Transtech's contract cities, including at the City of Alhambra, City of South Pasadena, City of Temple City, City of Montebello, and City of Seal Beach. Mr. Robbins also has experience working alongside Los Angeles County Staff at City of Commerce as a Permit Technician.

### BILL DORMAN, CBO, CSP, ICC Certified Building Official, Plans Examiner, Inspector



### Education

- AS, Architecture - East Los Angeles College; BA, University of La Verne

### Registrations/Certifications

- ICC Certified Building Official, Plans Examiner, Building Inspector

### Highlights

Mr. Dorman has over 30 years of experience in Building and Safety. He serves as Building Official/Plan Checker/Inspector at various Transtech contract cities. He has extensive experience in construction codes, building and safety plan review and inspection, code interpretations, and resolving code related construction and plan review problems on a broad range of projects. Prior to joining Transtech, he has served in various capacities, including as Building Official/Code Administrator for the City of Pasadena.

### JEFFREY KAO, PE, CBO, CASp, ICC Certified Building Official, Plans Examiner and Inspector



### Education

- MS, BS Civil Engineering, Cal Poly

### Registrations/Certifications

- Registered Civil Engineer; CASp
- ICC Certified Building Official, California Building Plans Examiner, CalGreen Inspector, CalGreen Plans Examiner, Mechanical Plans Examiner, Plumbing Plans Examiner, Building Inspector

### Highlights

Mr. Kao has over 20 years of experience and has been working at Transtech as Deputy

Building Official, Senior Plans Examiner, On-Site Over the Counter Plans Examiner and performed plan checks for a variety of residential and commercial projects in Cities of Alhambra, South Pasadena, and Temple City. Mr. Kao has broad knowledge of building and safety operations, including working in the capacity of Deputy Building Official and Plans Examiner. His past experience includes working as a structural engineer for 4 years at a structural design firm.

#### **CEM AYAN, PE, ICC Certified Plans Examiner and Inspector**



##### **Education**

- M.S., B.S. in Civil Engineering

##### **Registrations/Certifications**

- Registered Civil Engineer
- ICC Certified Plans Examiner, Inspector

##### **Highlights**

- Experience includes working as Structural Design Engineer.

Mr. Ayan has approximately 20 years of experience in engineering and construction. He works at various Transtech Contract Cities as Plan Checker and Deputy Building Official. His experience also includes both working for a construction company as construction engineer and for consulting firms design firms as design/field construction engineer. His field construction experience includes site start-up, site grading/paving/concrete work, excavation, backfill, vertical survey, storm & wastewater collection, shallow/deep foundation, structural work, M&E, brick work, gable/hip/flat roof, interior/exterior architectural finish, and CM/PM activities.

#### **CALVIN CHANG, PE, ICC Certified Plans Examiner**



##### **Education**

- MS, BS Civil Engineering

##### **Registrations/Certifications**

- Registered Civil Engineer
- ICC Certified Plans Examiner

##### **Highlights**

- Chinese Cantonese and Mandarin Speaker
- Extensive experience in Structural Plan Check

Mr. Chang has 30 years of experience and has been working at Transtech as Deputy Building Official, Senior Plans Examiner, On-Site Over the Counter Plans Examiner. He has performed plan checks for a variety of residential and commercial projects in Cities of Alhambra, Temple City, Huntington Park, San Manuel Indian Reservation and San Bernardino. Prior to joining Transtech, he was a Sr. Plans Examiner at the City of Burbank. Mr. Chang has extensive experience in Building Codes, code interpretations and resolving code related construction and plan check problems on a broad range of residential and commercial projects.

#### **ROBERT HERNANDEZ, ICC Certified Plans Examiner and Inspector**



##### **Education**

- Coastline College, Electrical and mech code classes; Fullerton College, Building construction cod.

##### **Registrations/Certifications**

- ICC Certified Plans Examiner, Inspector-Res Building, Commercial, Res Plumbing, Commercial Plumbing

### Highlights

Mr. Hernandez has over 30 years of experience and has served as Inspector and Plan Checker. His prior experience includes working for various cities as inspector and plan checker.

### FRANKIE LOPEZ, ICC Certified Building Inspector



#### Education

- Los Angeles Trade Technical College L.A. Ca ; A/S Degree in Inspection Technology, and A/A Degree in Offset Printing

#### Registrations/Certifications

- ICC Building Inspector, ICC Residential Building Inspector, I.C.B.O. Certified-1985-16108, CalOES SAP Evaluator

#### Highlights

Mr. Lopez has over 28 years of experience as a Building Inspector for the City of Los Angeles. His experience includes inspecting one- and two-family dwellings and inspecting foundations, electrical, heating, plumbing, framing (structural and non-structural), insulation, application of stucco, installation of roofing, and final completions on structures regarding residential homes. Mr. Lopez, in the past, has also trained inspectors, assistant inspectors on all up to date municipal code changes. Mr. Lopez has completed several roofing, rain gutter installations, water sprinklers, heating/air conditioning and ductwork repair and installation projects. Prior to joining Transtech Engineers, Mr. Lopez worked as a Part Time Building Inspector for the Cities of Diamond Bar, San Dimas, San Gabriel, San Marino, Walnut and La Verne. His experience ranged from inspection of electrical, plumbing, or other foundation related work.

### MICHAEL ROBERTS, CBO, MCP, ICC Certified Building Official, Plans Examiner and Inspector



#### Education

- Associate of Applied Science, Building Inspection Technology – Chemeketa Community College, Salem Oregon
- Fire Code Administration, National Fire Academy – Emmitsburg, Maryland

#### Registrations/Certifications

- ICC Certified Master Code Professional, Building Code Official, Building Official, Plumbing Inspector, Combination Inspector, Commercial Building Inspector, Accessibility Plans Examiner / Inspector, Commercial Energy Conservation Plans Examiner, Commercial Energy Conservation Inspector, Electrical Inspector, Commercial Electrical Inspector, Residential Electrical Inspector, Residential Energy Conservation Inspector, Residential Building Inspector, Residential Mechanical Inspector, Residential Plans Examiner, Mechanical Inspector, Commercial Mechanical Inspector, Fire Code Inspector, Fire Inspector II
- ICBO Certified Structural Inspector, Plumbing Inspector, Mechanical Inspector, Building Plans Examiner, Fire Code Official

#### Highlights

Mr. Roberts has over 30 years of experience in municipalities, including governmental development administration. He has reached the highest possible level of code administration with the Master Code Professional designation certification from the International Code Council and has proven superior leadership abilities. He has served as Building Official, Community Development Director, Senior Plans Examiner, Plans/Residential Examiner, and Inspector for various municipalities and served as Principal Consultant. Serving as a Building Official for many years, Mr. Roberts provided the necessary code interpretations, and coordinated with agency staff and departments, and applicants on

building and safety related issues. He has vast knowledge of municipal government operations, including preparation and presentation of staff reports and resolutions to city councils, committees, and related interaction with members of the public, other city departments, and other governmental agencies.

#### **NICHOLAS TARANGO, ICC Certified Building Inspector, Permit Technician**



##### **Education**

- Fullerton College

##### **Registrations/Certifications**

- ICC Permit Technician, Residential Building Inspector

##### **Highlights**

Mr. Tarango's experience includes working as a Permit Technician at local public agencies including City of South Pasadena and City of Alhambra. As a permit technician he performs preliminary review of permit applications and plan submittals for completeness and accuracy and determines appropriate fees. In addition, he also routes plans, issues permits, and manages logs and records, and provides information to the public relating to the status of projects and permits.

#### **JEREMY REED, ICC Certified Building Inspector, Permit Technician**



##### **Education**

- Citrus College

##### **Registrations/Certifications**

- ICC Certified Building Inspector, Permit Tech

##### **Highlights**

Mr. Reed has over 5 years of experience working in governmental environments. He is assigned to various Transtech Contract Cities. Mr. Reed has served as a Permit Technician and a Building Inspector under contract cities such as City of South Pasadena, Alhambra, and Hawaiian Gardens. Some of Mr. Reed's roles as a building inspector include conducting building, electrical, mechanical, and plumbing inspections; ensuring that all proper documents are obtained prior to finalization of permits; and answering questions that contractors, developers, engineers, or homeowners may have regarding code requirements.

#### **JONATHAN TARANGO, ICC Certified Building Inspector, CALGreen Inspector/Plans Examiner, Permit Technician**



##### **Education**

- Construction Management, Fullerton College; General Education, Mount San Antonio College

##### **Registrations/Certifications**

- ICC Residential Building Inspector, Residential Plumbing Inspector, & Residential Electrical Inspector

##### **Highlights**

Mr. Tarango has over 8 years of City government experience working in many diverse communities. His experience includes working as a Building Inspector and Permit Technician at various Transtech contract cities.

#### **CAN GOZUBUYUK, ICC Certified Inspector**



##### **Education**

- MBA, Southern States University (SSU); BS, Engineering,

##### **Registrations/Certifications**

- ICC Certified Residential Building Inspector, Residential Mechanical Inspector, Residential Plumbing Inspector,

#### **Highlights**

Mr. Gozubuyuk has been working in Transtech's Building and Safety Department as a Building Inspector for various contract Cities. Mr. Gozubuyuk quickly gained his ICC Residential, Plumbing, and Mechanical Certifications and continuously serves as a Building Inspector for the City of South Pasadena, Seal Beach, Alhambra, Temple City, Huntington Park and many more. Some of his roles as a building inspector include conducting building, electrical, mechanical, and plumbing inspections; ensuring that all proper documents are obtained prior to finalization of permits; and answering questions that contractors, developers, engineers, or homeowners may have regarding code requirements.

#### **STEVE RIVAS, ICC Certified Building Inspector, Permit Technician**



##### **Education**

- Engineering and Construction Technology, Mount San Antonio College (In progress)

##### **Registrations/Certifications**

- ICC Certified Residential Building Inspector and Permit Technician

##### **Highlights**

Mr. Rivas' is working as a Permit Technician at the City of West Covina. Some of his major responsibilities include processing permit applications electronically and answering any questions applicants might have regarding the permit process. Mr. Rivas has a passion for knowledge. Since joining the Transtech Team, he has received his Permit Technician Certification and Residential Building Inspector Certification through ICC. He is currently training to conduct Field Inspections. Additionally, he collaborates and partners with the administrative team to accomplish responsibilities in support of Transtech's Building and Safety Department.

#### **JULIE ROBBINS, ICC Certified Permit Technician**



##### **Education**

- B.A., Political Science, University of La Verne
- Associates in Business Administration; Paralegal Education; Political Science; General Education; SCACEO Code Enforcement Courses, Rio Hondo Community College

##### **Registrations/Certifications**

- ICC Certified Permit Technician
- CACEO Certified Code Enforcement Officer

##### **Highlights**

- Spanish Speaker

Mrs. Robbins has approximately 34 years of City Government and Building and Safety experience. Mrs. Robbins has been working in Transtech's Building and Safety department in various contract cities performing various clerical and technical duties in support of Building Inspections, Plan Checkers, and the Building Official.

#### **AMY CHAN, ICC Certified Permit Technician**



##### **Education**

- B.A., Cal State, Long Beach

##### **Registrations/Certifications**

- Permit Tech, CalGreen Plans Examiner, and Inspector

##### **Highlights**

- Chinese Cantonese Speaker

Ms. Chan has approximately 5 years of City Government and Building and Safety experience. Ms. Chan has been working in Transtech's Building and Safety department in various contract cities performing various clerical and technical duties in support of Building Inspections, Plan Checkers, and the Building Official. Prior to working for Transtech Engineers Ms. Chan worked for the City of Arcadia as a Planning Intern. Some of her responsibilities included providing technical support to planning staff by conducting research, answering questions, and providing information to the public, preparing agendas and reports for review boards and meetings. During her time there, Ms. Chan examined various types of applications received from the city (i.e. rebuilding, modifications, etc.), wrote up conditional use, approval, and staff report letters, and working on updates regarding the general plan, zoning, and municipal codes.

#### **NATHAN ESTABROOK, ICC Certified Permit Technician**



##### **Education**

- B.S., Cal State, Fullerton

##### **Registrations/Certifications**

- ICC Certified Permit Technician, First Aid CPR and BLS Certified

##### **Highlights**

Mr. Estabrook is working as a Permit Technician at the City of West Covina. Some of his responsibilities include processing permit applications and performing technical work for permit applications. He performs clerical work that supports the operations involved with the issuance and coordination of the building inspection and permit process. He also ensures that all necessary approvals are obtained. Mr. Estabrook is constantly interacting with the general public and serves as the first point of contact for the public to answer their questions and clarifications. Before becoming a Permit Technician, Mr. Estabrook served as a Go Post Technician at the Corporate Office where he scheduled inspections, responded to emails, and reviewed plans coming into the Go Post/EPR Software.

#### **GREGORY AHERN, ICC Certified Inspector, ICC Certified Fire Inspector**



##### **Education**

- Associates of Science Degree – Public Works Construction - Citrus Community College
- FT 101: Fire Protection Organization, FT 102: Fire Prevention Technology, FT 103: Fire Protection Equipment System, FT104: Building Construction/Fire Protection, FT 105: Fire Behavior & Combustion – Hancock Community College

##### **Registrations/Certifications**

- ICC Certified Residential Building Inspector, ICC Certified Residential Mechanical Inspector, ICC Certified Residential Plumbing Inspector. ICC Fire Inspector I, ICC California UST Inspector Certification
- Hazardous Waste Operator and Emergency Operations Certification (HAZWOPER)
- Aboveground Petroleum Storage Tank Inspector Certification EPA (APSA)

##### **Highlights**

Mr. Ahern has over twenty years' experience inspecting commercial development in the City of Glendale. He has in depth experience inspecting high rise mixed use development projects, as well as industrial projects.

#### **JOHN TUFAN, ICC Permit Technician, CalGreen Inspector/Plans Examiner**



##### **Education**

- BA Public Administration
- University of Redlands MA in Management

**Registrations/Certifications**

- ICC Permit Technician

**Highlights**

Mr. Tufan has been working in Transtech's Building and Safety Department and performing various clerical and technical duties in support of Building Inspection, Plan Checkers and Building Officials. Mr. Tufan acquired his ICC Permit Technician Certification and has worked in various contract cities including City of Alhambra, South Pasadena, Placentia, Commerce, Bell and many more. In addition to this, Mr. Tufan supports Transtech's Engineering Department in various contract cities such as West Covina, South El Monte, Banning and Big Bear.

**RONALD L. GRIESINGER, Fire Marshal, Fire Plan Checker****Education**

- Cabrillo College, CA
- Fire Science Technology

**Registrations/Certifications**

- California State Fire Marshall Certifications: Certified EMT1 (AED Certification), Driver Operator 1A, Driver Operator 1B, Driver Operator, Command 1A, 1B, 2A, Firefighter 1, 2, Hazardous Materials First Responder, Instructor 1A, 1B, Investigation, 1A, Management, 1, Prevention, 1A, 1B, 1C, 1D, 2A, 3A,3B, ICS 100, 200, S-290, S-130, S-190, PC832 with Firearms. Fire control 3, S-230 S-231 S-215, Fire Safety Officer
- FEMA: IS 100, 200, 241, 242, 275, 700, 288, 800, 08-A, 1900
- ICC Certified Green Building Professional

**Highlights**

Mr. Griesinger has 24 years of experience. His prior Public Agency Experience includes: Riverside County Fire Department, CA, Fire Safety Specialist; City of Watsonville, CA, Fire Life Safety Officer; Boulder Creek Fire Protection District, CA; Firefighter / Engineer / Deputy Fire Marshal; Scotts Valley Fire Protection District, CA, Interim Deputy Fire Marshal; Fire Management Consulting.

**DAVID RAGLAND, PE, PLS, QSD, QSP, Sr. Engineer, Map and Engineering Plan Check****Education**

- Humboldt State University, CA, Bachelor of Science

**Registrations/Certifications**

- Registered Civil Engineer
- Licensed Land Surveyor

**Highlights**

Mr. Ragland is a civil engineer and land surveyor has over 30 years of diverse experience in a wide variety of projects in civil engineering. He has managed numerous multi-disciplinary teams dealing with the planning, engineering, entitlement, environmental permitting, development and construction of urban and rural development, and public works projects. His experience also includes special emphasis on complex grading and hillside developments (has worked on the civil engineering and development of more than 40,000 acres of hillside properties), preparation of due diligence and project feasibility analysis, through conceptual planning and design to entitlement and construction.

**ZIAD Y. MAZBOUDI, PE, QSD, QSP, CPSWQ, Sr. Engineer, Engineering and Project Management Support****Education**

- BS in Civil Engineering



### Registrations/Certifications

- Registered Civil Engineer, QSD, QSP, CPSWQ, CPESC, LEED AP

### Highlights

Mr. Mazboudi has 34 years of progressively responsible, diversified experience in public works, engineering, utilities, development engineering, facilities maintenance, sustainability, environmental programs and project management in both the public and private sector, supported by a strong educational background in civil engineering, geographic information systems, water quality/urban runoff, and environmental programs. His experience includes:

- City of San Clemente - PW Department, Deputy Director/Engineering
- City of San Juan Capistrano - PW/Utilities Department, Senior Civil Engineer
- City of Westminster - PW Department, Associate Civil Engineer/Development Engineer
- City of La Habra - PW Department, Assistant Civil Engineer.

Special International Projects:

- US Green Building Council ([www.usgbc.org](http://www.usgbc.org)), Egyptian Green Building Council (EGBC)  
Represented the US Green Building Council, to assist in the formation of the EGBC. Provided lectures on the role of government in Green Building and on the US Green Building Program, LEED.
- USAID International Development Agency ([www.usaid.gov](http://www.usaid.gov)), In partnership with USAID and ICMA Kingdom of Jordan Commercial/Industrial Environmental Audit In partnership with USAID and ICMA, developed a training manual for the audit of commercial and industrial facilities in Jordan.

### MICHAEL ACKERMAN, PE, QSD, QSP, QISP, Sr. Engineer



#### Education

- BS in Engineering

#### Registrations/Certifications

- RE Academy, Caltrans
- Water Pollution Control Compliance on Construction Sites for RE, Caltrans
- Construction Program Management Workshop, FHWA
- Field Office Procedures Course, Caltrans
- California Work Zone Inspection – High Speed, Caltrans
- Asphalt Concrete Inspection and Rehabilitation Strategies, Caltrans

#### Highlights

Mr. Ackerman has over 20 years of experience. At Transtech, he has been working as a Sr. Engineer at various Transtech City Engineering Contracts. He has served at various Cities under Transtech's City Engineering Contracts, including Temple City, Huntington Park, and Alhambra. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Mr. Ackerman's experience also includes working at Caltrans and other agencies:

- Caltrans District 8: Mr. Ackerman was a civil transportation engineer for Caltrans District 8 where he was involved in the design and construction of various projects.
- City of San Bernardino: Mr. Ackerman was involved in various projects, including Development Review and Plan Check, Design and Project Management.
- City of Huntington Park: Mr. Ackerman worked as contract City Engineer under Transtech's municipal services contract and later as City Engineer and Interim Director of Public Works under the City.

**CRAIG MELICHER, PE, Sr. VP, QC/QA, Training, Code Interpretation Support****Education**

- BS in Civil Engineering
- Various Construction Management Classes at UCLA, including:
  - Legal Aspects of Construction Management
  - Primavera based Construction Scheduling Software

**Registrations/Certifications**

- State of California Registered Civil Engineer

**Highlights**

- Served as City Engineer and Building Official for 6 Cities.
  - Experience in working with State Architect's Office.
  - Diversified experience in both Type A (General Engineering) and Type B (Building) projects.
- Mr. Melicher has 35 years of experience in as Building Official, City Engineer and Construction Manager. Under Transtech's Municipal Service Contracts, he served at approximately 10 Cities in various capacities, such as Contract Building Official, Deputy Building Official, Plan Checker, Inspector, City Engineer and CIP Manager. He successfully implemented the transition of City Engineering and/or Building Department Services for a number of local agencies in California. He has extensive experience in construction, California Building Codes, building and safety plan check and inspection, code interpretations, and resolving code related construction and plan check problems on a broad range of residential, commercial and public works capital improvement projects. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

## E. LOCAL BUSINESS PREFERENCE

Transtech does not meet Local Business Preference requirements per City of Rialto Municipal Code (RMC) Chapter 2.47 – Local Business Preference.



## Appendix1 – Contract and Insurance

**If selected by the City for this project, we will appreciate the opportunity of having our Attorney discuss the final contract language to ensure our insurance is in compliance with current laws and regulations and meets the City's requirements with the City's Attorney.**

Following items may be discussed:

- For insurability purposes, any duty to defend which is not expressly deleted or defined as a reimbursement to the extent of the adjudicated negligence will present insurability issues.
- Insurance may not cover payment for any of the City's' defense related cost prior to a final determination of liability or to pay any amount that exceeds Contractor's finally determined percentage of liability based upon the comparative fault of Contractor. Consultant should reimburse all reasonable attorneys' fees as part of City's total damages tied directly to Consultant's determined percentage of fault.
- For insurability purposes, one of the most important contract terms is to ensure the word "negligent" is evident in the indemnity clause. Absent a negligence trigger for claims, a client or owner could present claims with no allegations of negligence, and the professional liability may have coverage implications. Inserting "negligent" acts, errors, or omissions can help make the entire indemnity subject to an appropriate standard of care.
- Many contracts use phrases such as: "arising out of or in connection with". This can allow the certificate holder to assert claims that vaguely involve our scope of services. By replacing such phrases with "but only to the extent actually caused by", the claimant must establish that the negligence was the proximate cause of the damage, otherwise known as direct causation, would be insurable.
- For insurability purposes, we suggest limiting the obligation to only those parties with whom we have the contract, or who are in direct contractual privity to the project owner.
- For insurability purposes, in the event of any dispute between the Parties related to this Agreement or this Project, we recommend that the Parties agree to first negotiate in good faith toward a resolution with participation by representatives of each Party holding sufficient authority to resolve the dispute. If such dispute cannot be resolved in this manner, before any action or litigation is initiated other than as required to secure lien rights, the dispute should be submitted to mediation using the American Arbitration Association or another mediator as mutually selected by the Parties. Such mediation should be completed within a reasonable period of time following either Party's written demand with each Party to bear an equal share of the mediation fees and its own respective attorney and consultant fees and costs."



Below is Transtech's Current Insurance Certificate.



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/27/2022

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

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

<b>PRODUCER</b> AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549  License#: 6003745 TRANENG-09	<b>CONTACT</b> NAME: Marie Swaney PHONE (A/C, No, Ext): 626-696-1890      FAX (A/C, No): E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com  <b>INSURER(S) AFFORDING COVERAGE</b> <table style="width: 100%;"> <tr> <td style="width: 80%;">INSURER A : Travelers Casualty and Surety Co of America</td> <td style="width: 20%;">NAIC #</td> </tr> <tr> <td>INSURER B : Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C : The Travelers Indemnity Company of Connecticut</td> <td>25682</td> </tr> <tr> <td>INSURER D : Sentinel Insurance Company</td> <td>11000</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER A : Travelers Casualty and Surety Co of America	NAIC #	INSURER B : Travelers Property Casualty Company of America	25674	INSURER C : The Travelers Indemnity Company of Connecticut	25682	INSURER D : Sentinel Insurance Company	11000	INSURER E :		INSURER F :	
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INSURER D : Sentinel Insurance Company	11000												
INSURER E :													
INSURER F :													

**COVERAGES**      **CERTIFICATE NUMBER:** 60570467      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	6805H737478	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> NoOwnedAutos	Y	Y	BA3R067451	12/31/2022	12/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0	Y	Y	CUP4F17434A	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	57WEGAA508A	9/1/2022	9/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			107328311	12/31/2022	12/31/2023	Per Claim \$2,000,000 Aggregate Limit \$4,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. Umbrella Liability policy is follow-form to its underlying Policies: General Liability/Auto Liability/Employers Liability. Professional Liability is E&O Liability.  
 Reference Number - IS00000139  
 City of Manhattan Beach and its elected and appointed officials, officers, employees, agents and volunteers are named as an additional insured as respects general liability and auto liability as required per written contract or agreement. General Liability is Primary/Non-Contributory per policy form wording. Insurance coverage includes waiver of subrogation per the attached endorsement(s).

### CERTIFICATE HOLDER

### CANCELLATION 30 Day Notice will be sent to holder

PROVIDED FOR  
INFORMATION  
PURPOSES

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Marie Swaney*

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ACORD 25 (2016/03)

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Work Proposal  
RFP #23-031

BUILDING AND SAFETY SERVICES



## Appendix2 – Required Forms

### ATTACHMENT "A"


## REQUEST FOR PROPOSAL #23-031 Building and Safety Services

### SIGNATURE AUTHORIZATION

PROPOSER: TRANSTECH Engineers, Inc.

- A. I hereby certify that I have the authority to submit this Proposal to the City of Rialto for the above listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal.

**Ahmad Ansari, PE, Principal**

  
SIGNATURE

- B. The following information relates to the legal contractor listed above, whether an individual or a company. Place check marks as appropriate:

1. If successful, the contract language should refer to me/my company as:

☐ An individual;

☐ A partnership, Partners' names: \_\_\_\_\_

☐ A company; (registered in \_\_\_\_\_)

☒ A corporation; (incorporated in CA)

2. My tax identification number is: 954314745

### ADDENDA ACKNOWLEDGMENT:

Acknowledgment of Receipt of any Addenda issued by the City for this RFP is required by including the acknowledgment with your proposal. Failure to acknowledge the Addenda issued may result in your proposal being deemed non-responsive.

In the space provided below, please acknowledge receipt of each Addenda:

Addendum(s) # Q&A Set 1 is/are hereby acknowledged.

The "Small Business Concerns Information" sheet shall be included as part of Attachment "A".

RFP #23-031  
Attachment "A"



**Attachment “A” – Small Business Concerns Information**

The Proposer shall furnish the following information. Additional sheets may be attached, if necessary.

- (1) Name: TRANSTECH Engineers, Inc.
- (2) Address: 13367 Benson Avenue; Chino, CA 91710
- (3) Phone No.: 909-595-8599 Fax No.: 909-590-8599
- (4) E-Mail: [info@transtech.org](mailto:info@transtech.org)
- (5) Type of Firm: (Check all that apply)  
       \_\_\_\_\_ Individual                      \_\_\_\_\_ Partnership                      ☒ Corporation  
       \_\_\_\_\_ Minority Business Enterprise (MBE)                      \_\_\_\_\_ Women Business Enterprise (WBE)  
       \_\_\_\_\_ Small Disadvantaged Business (SDB)                      \_\_\_\_\_ Veteran Owned Business  
       \_\_\_\_\_ Disabled Veteran Owned Business                      \_\_\_\_\_ Other
- (6) Business License: ☒ Yes    \_\_\_\_\_ No    License Number: BL19-0899
- (7) Tax Identification Number: 954314745
- (8) Names and Titles of corporate members of the firm:  
       Allen Cayir, PE, President                      Craig Melicher, PE, Vice President  
       Ahmad Ansari, PE, Principal                      Sybil Cayir, Corporate Secretary
- (9) Three (3) projects of this type recently completed: **Please see Proposal Section D. REFERENCES**
- Type of project: \_\_\_\_\_  
 Contract Amount: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
 Owner: \_\_\_\_\_ Phone: \_\_\_\_\_
- Type of project: \_\_\_\_\_  
 Contract Amount: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
 Owner: \_\_\_\_\_ Phone: \_\_\_\_\_
- Type of project: \_\_\_\_\_  
 Contract Amount: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
 Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

RFP #23-031  
Attachment “A”



## ATTACHMENT "B"

**REQUEST FOR PROPOSAL #23-031  
Building and Safety Services****NON-COLLUSION AFFIDAVIT**

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

**TRANSTECH Engineers, Inc.**

---

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

**Ahmad Ansari, PE**



By: \_\_\_\_\_  
Signature

**Principal**  
Title: \_\_\_\_\_

Subscribed and sworn to before this 15<sup>th</sup> day of March, 2023.

RFP #23-031  
Attachment "B"



## ATTACHMENT "C"

# REQUEST FOR PROPOSAL #23-031

## Building and Safety Services

## CONFLICT DISCLOSURE FORM



CITY OF RIALTO

### DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO\*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 *et seq.*
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.

For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Ahmad Ansari, PE (TRANSTECH Engineers, Inc.)

Title: 3/15/2023

Signature:  Date: Principal

Form Date 11/11/2021

RFP #23-031  
Attachment "C"



## ATTACHMENT “C” CONFLICT DISCLOSURE FORM

### 2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
  - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
  - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
    - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
    - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
    - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
  - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
  - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
  - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

## ATTACHMENT “C”

RFP #23-031  
Attachment “C”



## CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
  - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
  - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
  - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
  - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

RFP #23-031  
Attachment "C"



## ATTACHMENT "D"

**REQUEST FOR PROPOSALS (RFP) #23-016  
BASELINE ROAD MEDIAN PROJECT  
CONSTRUCTION MANAGEMENT, INSPECTION AND  
MATERIALS TESTINGS SERVICES****DEBARMENT AND SUSPENSION CERTIFICATION**

The Consultant, 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, and 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.

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

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Consultant Name: **TRANSTECH Engineers, Inc.**

**3/15/2023**

(Date)



(Signature)

**Ahmad Ansari, PE, Principal**

(Name & Title)

RFP #23-016  
Attachment "D"



## ATTACHMENT "E"

**REQUEST FOR PROPOSALS (RFP) #23-016  
BASELINE ROAD MEDIAN PROJECT  
CONSTRUCTION MANAGEMENT, INSPECTION AND  
MATERIALS TESTING SERVICES**

**NON-DISCRIMINATION CERTIFICATION**

In connection with its performance under this Agreement, the Consultant hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Consultant Name: TRANSTECH Engineers, Inc.

3/15/2023

(Date)



(Signature)

Ahmad Ansari, PE, Principal

(Name & Title)

*Attached herewith is a copy of the Consultant's currently adopted equal opportunity employment program.*

**As required, a copy of Transtech's currently adopted equal opportunity employment program.**

RFP #23-016  
Attachment "E"



Transtech's currently adopted equal opportunity employment program is covered in Company's Employee Manual, Section 2.0, Subsection 2.2. EQUAL EMPLOYMENT OPPORTUNITY. In addition, Transtech's Employee Manual also includes Subsection 2.3. HARASSMENT/DISCRIMINATION POLICY AND REPORTING PROCEDURES.

Copies of the above sections are provided in the following pages.

Also, all Transtech employees are required to complete the company provided Sexual Harassment Prevention Course every two years thereafter (two hours of sexual harassment prevention training to all supervisory employees and one hour to all non-supervisory employee).

For additional information, please contact Transtech's HR Department, Jocelyn Avila, E: [jocelyn.avila@transtech.org](mailto:jocelyn.avila@transtech.org); T: 909-595-8599, Ext. 122.

## EMPLOYEE HANDBOOK

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## EMPLOYEE HANDBOOK

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## 2.3 HARASSMENT/DISCRIMINATION POLICY AND REPORTING PROCEDURE

Transtech is committed to providing a workplace free of discrimination or unlawful harassment, which includes sexual harassment, based on gender, pregnancy, childbirth or related medical conditions, as well as harassment based on factors such as sex, race, color, religion, national origin, ancestry, age, physical disability, mental disability, medical condition, marital status, sexual orientation, sexual identity, family care leave status, veteran status, or any other legally protected characteristic. Harassing conduct can take many forms, including, but not limited to, slurs, jokes, statements, gestures, pictures, or cartoons regarding any or all of the types of unlawful harassment identified above. Transtech strongly disapproves of and will not tolerate unlawful harassment of its employees by non-employees or any person with whom Transtech employees have a business, service, or professional relationship (such as customer representatives and/or vendors).

Unlawful harassment includes, but is not limited to, unwelcomed verbal, physical, and/or visual conduct that creates an intimidating, offensive, or hostile working environment, or that interferes with work performance. Such conduct constitutes unlawful harassment when:

- submission to the conduct is made either an explicit or an implicit condition of employment;
- submission to, or rejection of, the conduct is used as a basis for an employment decision; and/or
- harassment interferes with an employee's work performance or creates an intimidating, hostile, or offensive work environment.

Examples of potentially harassing conduct include, but are not limited to, the following:

Lewd, vulgar, or obscene remarks; jokes, posters or cartoons based on sex, race, religion, disability, national origin, or other protected category; and physical molestation and/or unwanted physical contact of a sexual nature. Inappropriate conduct also includes unwelcome touching, pinching, or other physical contact.

Procedure: Any incident of unlawful harassment or discrimination, including work-related harassment by any Transtech employee or any other person, should be reported promptly to Human Resources. Any management employee of Transtech who receives a complaint or who observes unlawful harassing conduct shall promptly inform Human Resources. However, Transtech emphasizes that an employee is not required to complain first to his or her supervisor if that individual is the person the employee feels is harassing him or her.

Every complaint of harassment or discrimination will be investigated. In addition, **Transtech will not tolerate retaliation against any employee for cooperating in an investigation or for making a complaint.**

If, after an investigation is conducted, it has found that an employee has committed harassment, appropriate corrective action will be taken, up to and including termination of employment.

Transtech does not tolerate the harassment of or retaliation against any employee who opposes or reports harassment or discrimination, or who participates in an investigation of harassment or discrimination. Our internal policy should be used to resolve any complaints of harassment or discrimination within Transtech. If for some reason you are not comfortable with what is happening, please so inform your supervisor or Human



## EMPLOYEE HANDBOOK

Page 5 of 67

Resources. You also have the right to file a complaint with either the Equal Employment Opportunity Commission or the California Department of Fair Employment and Housing. The agency will act as a neutral fact finder and try to help the parties voluntarily resolve the dispute. If the agency finds evidence of harassment and settlement fails, the issue may proceed to a hearing or trial. If the employer is found liable for harassment, one or more of the following remedies can be ordered: pay fines including back pay or emotional distress, reinstate or hire the individual, or change its policies and procedures. The Department of Fair Employment and Housing may be contacted at 1-800-884-1684, and you may find its locations listed on the State government section of the local telephone directory.

#### 2.4 EMPLOYMENT OF RELATIVES AND FRIENDS; NON-FRATERNIZATION POLICY

Transtech encourages you to refer your qualified friends and relatives for job openings. While we can make no promises they will be hired, they are encouraged to apply for open positions in the company.

Transtech will not hire friends or relatives where actual or potential conflicts may arise which could compromise supervision, safety, confidentiality, security, morale, and the like, at the company.

Dating or having a romantic or sexual relationship with ("dating") a fellow Transtech employee is prohibited and constitutes a violation of this policy.

Dating a fellow Transtech employee is prohibited unless you do the following:

1. You must report the dating to your supervisor.
2. If you wish to terminate the dating, you must report this to your supervisor.
3. If you are asked to terminate the dating, you must immediately do so.

If two Transtech employees marry, cohabitate, date, or otherwise become involved in a way which places them in a conflict or potential conflict position, the company may, at its option, make reasonable accommodations for one of the employees to eliminate the potential for conflict or, if deemed necessary, terminate one of the employees.



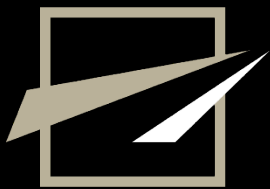
Submitted To  
**City of RIALTO**

Submitted via PlanetBids:  
<https://pbsystem.planetbids.com/portal/28159/portal-home>



# Cost Proposal

## RFP #23-031 BUILDING AND SAFETY SERVICES



**TRANSTECH**

Est. 1989

Submitted By  
**TRANSTECH Engineers, Inc.**

Contact Person for this Proposal:  
Ayla Jefferson, CBO, CSP  
Principal Building Official  
E: [ayla.jefferson@transtech.org](mailto:ayla.jefferson@transtech.org)  
C: 909-851-5765

## COVER LETTER

March 31, 2023

### Cost Proposal

**RFP #23-031**

**BUILDING AND SAFETY SERVICES**

Submitted via PlanetBids: <https://pbsystem.planetbids.com/portal/28159/portal-home>



As required, Cost Proposal is submitted separately.

Thank you for the opportunity to submit this proposal. Should you have any questions, or require additional information, please contact the undersigned.

Sincerely

Ayla Jefferson, CBO, CSP, Principal Building Official

E: [ayla.jefferson@transtech.org](mailto:ayla.jefferson@transtech.org)

C: 909-851-5765, O: 909-595-8599, ext.123

Dennis Tarango, CBO, CSP, Principal Building Official

E: [dennis.tarango@transtech.org](mailto:dennis.tarango@transtech.org)

C: 909-821-7117, O: 909-595-8599, ext.127



## Cost Proposal

Description of Services	Fee
<b>Plan Review Services</b>	
Building Plan Review	68 % of the plan review fees per the City Fee Schedule to include 3 reviews
Electric, Plumbing, Mechanical, Grading Plan Reviews	\$135/hr.
Additional plan reviews beyond the 3 <sup>rd</sup> submittal, revisions	\$135/hr.
Expedited Plan Reviews	1.5 ratio of above fees for plan reviews.
<b>Staff Services</b>	
On a need basis Building Official	\$160 /hr. to \$172 / hr.
On a need basis CASp	\$160 /hr. to \$172 / hr.
On a need basis Inspector	\$120 /hr. to \$135 /hr.
On a need basis Plan Checker	\$150 /hr. to \$170 /hr.
On a need basis Permit Technician	\$70 /hr. to \$85 / hr.
On a need basis Administrative/Clerical Staff	\$60 /hr. to \$85 /hr.
Where fees are waived or reduced, hourly standard rates shall be applicable for the services provided	
<p><i>The above fees will be increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.</i></p>	

