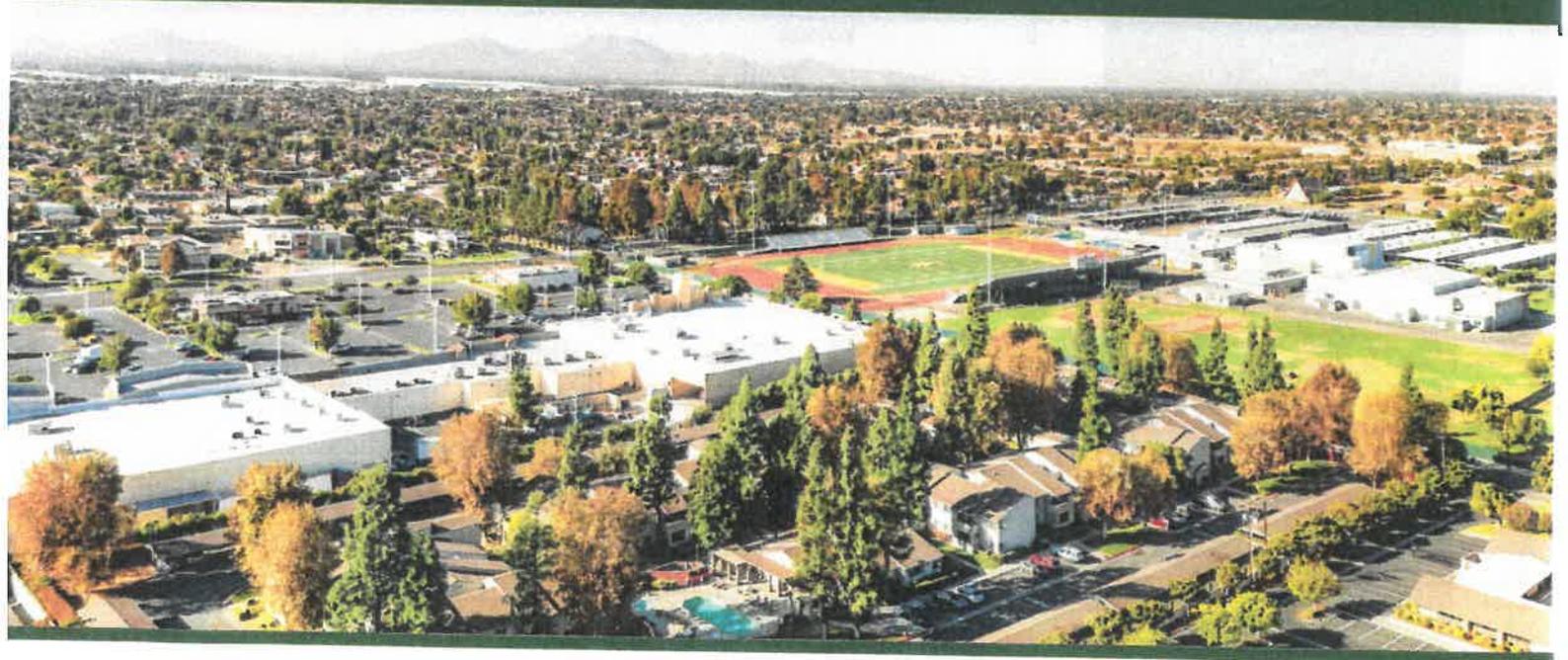


APRIL 15, 2021

**PROPOSAL TO PROVIDE  
BUILDING PLAN CHECK  
AND INSPECTION SERVICES**



FOR THE  
**CITY OF RIALTO**  
PURCHASING DIVISION



**SUBMITTED BY:**



**4LEAF, INC.**

ENGINEERING · CONSTRUCTION MANAGEMENT  
PLAN CHECK · BUILDING INSPECTION · PLANNING

PROPOSAL TO  
PROVIDE

BUILDING PLAN  
CHECK AND  
INSPECTION  
SERVICES

FOR THE

CITY OF RIALTO

RFP #21-040

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## **SECTION 1: COVER LETTER**



City of Rialto, Purchasing Division  
Attn: Shantia Simmons, Purchasing Manager  
150 S. Palm Avenue  
Rialto, CA 92376

April 15, 2021

**RE: RFP #21-040, Building Plan Check and Inspection Services.**

Dear Ms. Simmons,

**4LEAF, Inc. (4LEAF) is a California “C” Corporation that was established in 1999 and incorporated in 2001. We are excited to have the opportunity to present our proposal to provide Building Plan Check and Inspection Services for the City of Rialto (City). 4LEAF has been providing Building & Safety services for numerous public and private clients in California for more than 20 years. 4LEAF is the ideal choice for the following reasons:**

**Southern California Experience**

4LEAF is one of the largest firms in California serving more than 140 jurisdictions and we have the local personnel ready to service the City. Below is a small sampling of our Southern California clientele:

- County of Ventura
- County of LA
- City of Whittier
- City of Malibu
- City of Anaheim
- City of Fontana
- City of Victorville
- City of San Marcos
- City of Bakersfield
- City of Chino Hills
- City of San Luis Obispo
- City of Signal Hill
- City of Hemet
- City of La Quinta
- City/County/Port of San Diego

**Depth of Resources**

Regardless of the type of personnel you are looking for, 4LEAF has the depth of resources to provide quality staff on short notice. 4LEAF has a proven track record of providing planners, building officials, inspectors, planning and permit technicians, and plan review engineers within 24 hours of a request. 4LEAF has the **largest pool of inspectors in the industry** (more than 175) and can serve any building, fire inspection, or plan review need the City may have. **The City will have access to 4LEAF’s comprehensive plan review team which includes Structural/Civil Engineers, Mechanical/Electrical Engineers, Architects, Fire Protection Engineers, and ICC-Certified Plans Examiners.**

**Approach**

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

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

**Comprehensive Plan Review Services**

4LEAF is one of the Building & Safety industry's leader in Plan Review Services. 4LEAF's Plan Review Services include:

- Structural Engineers and Mechanical/Electrical/Plumbing Plan Review Staff
- Civil Review and Fire Review
- Expedited plan review services
- Special negotiated discounted rates for large/complex reviews
- Immediate response from 4LEAF's project manager or management team

**Building Inspection Services**

4LEAF has the largest group of building inspectors in California. We manage multiple large contracts with large inspection teams of approximately 10 or more staff. Most of these contracts include plan review and inspection services and consist of projects that range from the several million to billions of dollars of construction valuation in those cities/state agencies. 4LEAF also has a proven track record of providing staff as needed including staffing for short-term assignments including one day assignments to cover staff training, sick days, vacation days, or spikes in permit activity.

**Electronic Plan Review Services**

4LEAF is has the ability to review, markup and transport plans of any size electronically. This process delivers a high degree of cost effectiveness, time efficiency and a "green" and environmentally friendly system. A protected online portal will be established to allow property owners, contractors, developers, businesses, designers and other stakeholders to submit plans electronically for review. Access to the online portal will be given to City staff for immediate (real-time) access to information regarding project status during the review process.

**CASp Expertise**

4LEAF has 11 Certified Access Specialists on staff. We have performed CASp inspection and plan review projects and have consulted on numerous construction projects for accessibility questions and advice for several our clients.

**Leadership**

The contract with the City will be managed by Marcus Johnson. Marcus has a track record of success with cities and counties throughout California.

**4LEAF, Inc. – Local Office**  
5140 Birch Street, Second Floor  
Newport Beach, CA 92660  
Office: (949) 877-9432  
Cell: (909) 996-0511  
Email: [mjohnson@4leafinc.com](mailto:mjohnson@4leafinc.com)

**4LEAF, Inc. – Corporate Office**  
2126 Rheem Drive  
Pleasanton, CA 94588  
Office: (925) 462-5959  
Fax: (925) 462-5958  
Website: [4LEAFINC.COM](http://4LEAFINC.COM)

This proposal shall remain valid for a period of no less than 90 calendar days following the proposal opening date. As an officer of 4LEAF, I have the authority to contractually bind the firm. If you have any questions or require additional information, please feel free to contact me at your convenience. I may be reached in my office at (925) 462-5959 or emailed at [kduggan@4leafinc.com](mailto:kduggan@4leafinc.com).

Respectfully submitted,  
4LEAF, Inc.



Kevin J. Duggan, President



**4LEAF, INC.**

ENGINEERING . CONSTRUCTION MANAGEMENT  
PLAN CHECK . BUILDING INSPECTION . PLANNING

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## **SECTION 2: QUALIFICATIONS AND EXPERIENCE**



**SECTION 2: QUALIFICATIONS AND EXPERIENCE**

4LEAF, Inc. (4LEAF) is a California “C” Corporation that was established in 1999 and incorporated in 2001. Our extensive team of engineers and managers are fully equipped with training and experience to provide complete services including plan check (on-site and virtual/remote), CASp, inspection, permit technician assistance, professional development training, and other related professional and technical services to the City’s Building and Safety Division. Our goal is to set the industry standard for excellent customer service, and we have grown to more than 300 personnel (including more than 175 Building Inspectors) throughout California, Washington, Nevada, and New England, and we are able to serve any full-time or part-time need the City may have, regardless of scope and duration.

**Principal/Management Team:**

**President:** Kevin Duggan

(P) – (925) 462-5959 (E) – [kduggan@4leafinc.com](mailto:kduggan@4leafinc.com)

**Vice President:** Bert Gross, P.E.

(P) – (916) 965-0010 (E) – [bgross@4leafinc.com](mailto:bgross@4leafinc.com)

**Vice President:** Gene Barry, P.E.

(P) – (925) 462-5959 (E) – [gbarry@4leafinc.com](mailto:gbarry@4leafinc.com)

**Project Manager:** Marcus Johnson

(C) – (909) 996-0511 (E) – [mjohnson@4leafinc.com](mailto:mjohnson@4leafinc.com)

**Southern California Office**

5140 Birch Street, Second Floor  
Newport Beach, CA 92660

**Bay Area - Corporate Office**

2126 Rheem Drive  
Pleasanton, CA 94588

**Sacramento Office**

8896 North Winding Way  
Fair Oaks, CA 95628

**Paradise Office**

6848 Skyway, Suite F  
Paradise, CA 95969

**Santa Cruz Office**

701 Ocean Street  
Santa Cruz, CA 95060

**San Diego Office**

402 West Broadway, Suite 400  
San Diego, CA 92101

**Washington Office**

1201 Pacific Avenue, Suite 600  
Tacoma, WA 98402

**New England Office**

132 Central St., Suite 210  
Foxboro, MA 02035

**4LEAF Consulting, LLC**

125 E. Reno Ave., Suite 3  
Las Vegas, NV 89119

4LEAF maintains the *largest database of qualified personnel of varied qualifications.*

<i>Title</i>	<i># of Staff</i>	<i>Title</i>	<i># of Staff</i>
ICC Certified Plans Examiners	40+	ICC Certified Inspectors & IOR	175+
ICC Certified Building Officials	18	Registered Architects	3
Registered Engineers (PE, SE)	20	ICC Permit Technicians	29
Code Enforcement Staff (PC832)	8	CASp	10
Construction Managers/Inspectors	40+	Fire Plan Check and Inspection	17

4LEAF has a proven track record of reviewing and inspecting projects of all sizes and complexities including:

- High-Profile Type B Commercial Construction
- City/County-Owned Facilities
- Large Campuses
- Fire Recovery Services
- Stadiums/Arenas
- Commercial Office Parks
- Detention/Criminal Justice Facilities
- Essential Service Facilities
- Laboratories
- Military Projects

- Refinery Facilities
- Site Work
- Waterfront
- Multi-Family Projects
- Health Care Facilities
- Transportation Facilities
- Commercial Shopping Centers
- Marijuana Facilities
- Large-Scale Residential / Master Planned
- Power & Energy



The 4LEAF philosophy is to be the best firm by providing our clients with outstanding customer service and first-rate plan review and inspection services. **We put our philosophy into action by building client relationships and prioritizing the needs of our clients—this has led us to become the industry leader in providing Building Department Services to both public and private clients throughout California.** 4LEAF has provided plan review and inspection services for numerous projects including marijuana facilities office campuses, parking garages, transportation facilities, city/county-owned buildings, universities, public schools, hospitals, sports arenas, infrastructure, essential service facilities, solar projects, and laboratories.

4LEAF’s staff has a depth of experience in working with all types of building structures and has performed inspection and plan review services on more than \$35 billion dollars in construction during the past 20 years. We have worked with planning and building departments in the construction, rehabilitation, and repair of both public and private buildings as well worked with design review and preservation boards to determine the design criteria and associated project requirements of building improvements. In addition, our staff have performed inspections and plan reviews for public and private building structures for compliance with life-safety and Americans with Disabilities Act (ADA) accessibility requirements.

**4LEAF has the ability to accomplish the City’s request scope of services in a comprehensive and thorough manner to meet the needs of the City. We have outlined our processes and procedures in addressing the scope of work identified in Section C.**

**Basic Services Provided by Firm**

Building Department Services	Fire Prevention Services	Construction Management & Public Works Inspection
<ul style="list-style-type: none"> <li>● Jurisdictional Inspectors               <ul style="list-style-type: none"> <li>❖ Residential &amp; Commercial</li> </ul> </li> <li>● OSHPD/DSA Inspectors of Record</li> <li>● ICC Certified Plan Review</li> <li>● California Certified Accessibility Specialists (Inspection &amp; Review)</li> <li>● Leed Accredited Professionals</li> <li>● ICC Certified Building Officials</li> <li>● Complete Building Department Services</li> <li>● In House &amp; Off-Site Plan Review</li> <li>● Property Condition Surveys</li> <li>● Disaster Recovery Program Services</li> </ul>	<ul style="list-style-type: none"> <li>● Annual Business Inspections</li> <li>● Fire Reviews</li> <li>● ICC Certified and State Fire Marshal Staff</li> <li>● Complete Fire Prevention Services</li> <li>● In House Plan Review</li> <li>● Offsite Plan Review</li> <li>● Code and Standards</li> <li>● Community Public Education and Safety Training</li> </ul>	<ul style="list-style-type: none"> <li>● Construction Management Plans</li> <li>● Constructability and Baseline Reviews</li> <li>● Contractor Compliance</li> <li>● Stakeholder Coordination</li> <li>● Submittals &amp; RFI’s Review</li> <li>● Performing Claims Analysis</li> <li>● Construction Inspections</li> <li>● Process Change Orders</li> <li>● Review Contractor Pay Estimates</li> <li>● Construction Monitoring &amp; Reporting</li> <li>● Well/Septic</li> <li>● Wastewater Treatment Plant</li> <li>● Civil Plan Review</li> </ul>

**Firm’s Financial Stability**

4LEAF is a financially stable company and many of our contracts are multi-year, which provides a large base for stability, a significant backlog of funding, and the support for many in-house resources. **During the past 20 years, 4LEAF’s reputation for technical excellence and corporate integrity has allowed us to grow our staff and expand our services into new areas.** We presently have seven offices located throughout California, Nevada, Washington, and New England. We have a staff of more than 300 certified and employees available to serve our clients and ensure that any needs are met with friendly, accommodating, and experienced assistance.

**Litigation**

4LEAF has no current or past violations, claims, or legal actions against the firm in our 20-year history.



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## Plan Review

4LEAF plan reviews approximately 10,000 plans each year and has the depth of experience in providing consultant services on a variety of projects. Our project history includes City/County owned properties, laboratories, military projects, transportation projects, office buildings, criminal justice facilities, health care facilities, and high-profile Type B commercial construction projects. Our project history includes:

- Wynn Casino, Everett, MA – (\$2.6 Billion)
- County of San Mateo – Project Development Unit (\$1 Billion)
- City of Cupertino – Main Street Cupertino (\$300 Million)
- Administrative Office of the Courts – (\$200 Million)
- City of Cupertino – Apple Campus 2 Parking Garages (\$130 Million)
- City of Palo Alto – VMware (\$125 Million)
- City of Livermore – Fire/Building Reviews for Paragon Outlet Mall – Phases 1 & 2 (\$100 Million)
- County of Stanislaus – County Jail Buildings 1, 2, and 3 (\$90 Million)
- County of Calaveras – Adult Detention Facility and Administration Building (\$68 Million)
- City of Winters – PG&E Gas Operations Training Facility (\$65 Million)
- City of East Palo Alto – University Plaza (\$65 Million)
- City of Pleasanton – Clorox Campus (\$60 Million)
- City of Palo Alto – College Terrace (\$50 Million)
- City of Dublin – Ross Headquarters (\$50 Million)
- Tuolumne County – Juvenile Detention Center (\$35 Million)
- County of Alameda GSA – Ashland Youth Center (\$34 Million)
- City of Palo Alto – Stanford Hospital Parking Garage and Visitors Center (\$32 Million)
- City of Palo Alto – Park Blvd, Park Plaza (\$30 Million)
- City of Monterey – Conference Center Renovation (\$25 Million)

## Project Inspection

4LEAF is California's leader in Project Inspection Services. Here is a list of our recently completed or in-progress commercial projects:

### Building Projects

- Town of Paradise, Fire Recovery (\$9.5 Billion)
- City of Cupertino, Apple Campus 2 (\$ 6 Billion)
- County of Sonoma Fire Recovery (\$5 Billion)
- City of Everett, MA, Wynn Resort (\$2.6 Billion)
- City of Cupertino, Vallco Mixed-Use (\$2.1 Billion)
- City of Palo Alto, VMWare Campus Expansion (\$1.2 Billion)
- San Mateo County, PDU Program (\$1 Billion)
- San Jose State University (\$750 Million)
- University of California, Santa Barbara (*Recently Awarded*)
- City of Menlo Park, Facebook Campus Ext. (\$400 Million)
- University of California, Merced Phase 1 (\$350 Million)
- County of Santa Cruz, Fire Recovery (\$340 Million)
- Taube Koret Campus for Jewish Living (\$300 Million)

### Public Works Projects

- Apple Campus 2 (\$6 Billion)
- Clark County I-215 Interchange (\$50 Million)
- Amtrak Extension, Sac RT (\$40 Million)
- America's Cup Marina (\$25 Million)
- Richmond Field Station (\$25 Million)
- City of Pacifica EQ Basin (\$17 Million)
- Yosemite Slough, Candlestick Pt. (\$14 Million)
- PG&E Gas Pipeline Replacement (\$10 Million)
- Downtown Burlingame Utilities (\$8 Million)
- W. Sacramento Capitol Ave (\$7 Million)
- W. Sacramento Tower Bridge (\$6 Million)
- Auburn Blvd, Citrus Heights (\$5 Million)
- City of Cotati Train Depot (\$1.7 Million)



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## **SECTION 3: TEAM STRUCTURE**

❖ **4LEAF Resumes**



## **SECTION 3: TEAM STRUCTURE**

### **Project Management**

As your consultant, we understand that our role is to be an advocate on behalf of the City of Rialto (City) and represent the City's best interests. 4LEAF's team will function as an extension of City staff, seamlessly integrating with the personnel and practices established by the City while adding the perspective and expertise that only 4LEAF can offer. Our goal, which we have successfully accomplished on previous clients' projects, is to have our staff integrate with yours and be accepted as an essential part of the City.

#### **Primary Contact: Marcus Johnson – Project Manager**

This contract will be managed by our **Project Manager, Marcus Johnson**. Marcus is an ICC Certified senior level Building Inspector and Plans Examiner. With more than 16 years of industry experience, Marcus is extremely knowledgeable and is strong communicator—making him an ideal asset to any team. Marcus will discuss with the Building Department the exact personnel that are available at the time of request. Staffing includes:

- Project Inspectors
- Full-Time and Part-Time Building Inspectors
- Code Enforcement, Building Officials, Permit Technicians, etc.
- Building Department Personnel
- Fire Inspectors
- CASp Inspections/Consulting

#### *Marcus's contact information:*

Office - (949) 877-9432

Cell - (909) 996-0511

Email - [mjohnson@4leafinc.com](mailto:mjohnson@4leafinc.com)

#### **Secondary Contact: Vanessa Moto – Senior Plan Review Coordinator**

Vanessa joined 4LEAF as a Plan Review Coordinator/ Permit Technician. She provides customer service in addition to managing the responsibilities of routing plan reviews and the issuance of letters to many of 4LEAF plan review clients. Plan review comment letters state the inventory of the plan reviews, structural calculations, building permits, geo-reports, and any additional information seen as needed.

#### *Vanessa's contact information:*

Office - (949) 877-9432

Cell - (760) 405-3630

Email - [vmota@4leafinc.com](mailto:vmota@4leafinc.com)

#### **Davison Chanda, PE – Supervising Plan Review Engineer**

Davison was involved in the soft story retrofit program for the City of Rialto from June 2017 to February 2020. As a senior plan check engineer for VCA, Davison supervised the review of applications and was involved in reviewing 200+ applications. He also worked as the supervisor during this period and mentored a team of plan checkers who were assigned to review soft stories. During this period, Davison worked closely with Degenkolb Structural Engineers, the City's appointed engineers responsible the soft story design guidelines in resolving some of the challenges that arose from the structural calculations submitted by the engineers of record. Davison is familiar with the City's seismic design guidelines ordinance 17-1011 that applicants were required to follow in the applications and will be a valuable member of our team for this contract.

#### *Davison's contact information:*

Office - (949) 877-9432

Email - [dchanda@4leafinc.com](mailto:dchanda@4leafinc.com)

All plan check pick-up requests will include Marcus and Vanessa when sent to "[pickupsocal@4leafinc.com](mailto:pickupsocal@4leafinc.com)." 4LEAF has also recently added additional team members to our Customer Care team to help in the facilitation of plan reviews and expedite customer service requests.



## Project Team Qualifications

4LEAF holds its employees in high regard and can ensure the City that all personnel have the knowledge, training, experience, and competencies to fulfill the roles and responsibilities of their assigned positions. We are confident in the quality team we can provide the City and guarantee high-quality service in conformity with the City's the project's standards. Our team members are results- and detail-oriented and uphold the values of our company to the utmost extent, the success of which can be reviewed in the quality of past projects we have worked on. We look forward to showing the City what we can offer.

### Key 4LEAF Plan Review Personnel:

4LEAF has more than **45+ plan check personnel** that includes Registered Professional Engineers, Licensed Architects, Certified Access Specialists, and ICC Certified personnel dedicated to performing plan review services to our municipal clientele. Should duplicate names appear in our competitor's submittals, we are prepared to show payroll records to ensure you that all names listed in this proposal are employees of 4LEAF, Inc.

<b>Plans Examiners</b>	<b>Registrations &amp; Certifications</b>
Melissa Mennucci, S.E.	Registered Structural Engineer
Albert Kong, S.E.	Registered Structural Engineer
Farheen Sultana, S.E.	Registered Structural Engineer
Beng Low, M.E., S.E.	Registered Structural and Mechanical Engineer
Mike Anderson, P.E., CASp	Registered Professional Engineer & CASp
David Chung, P.E.	Registered Professional Engineer
Kathy Bucciarelli, P.E.	Registered Professional Engineer & 2 ICC Certifications
Ana Akin, P.E.	Registered Professional Engineer & 2 ICC Certifications
Joseph Nicolas, P.E.	Registered Professional Engineer
Melissa Dubovik, P.E.	Registered Professional Engineer
Stefanie Hionis, P.E.	Registered Professional Engineer
Anastasios Hionis, P.E., M.E., E.E.	Registered Professional Engineer
Sareh Deyhimi, P.E.	Registered Professional Engineer & 1 ICC Certification
Scott Martin, P.E.	Registered Professional Engineer
Liberty Jensen, P.E.	Registered Professional Engineer
Yousef Marmosh, P.E., M.E.	Registered Professional Engineer
Keith Long, AIA	Registered Architect
Sandeep Ojha	Degreed Engineer
Youssef Abdou	Degreed Engineer
David Rashé, CBO, CASp	<b>Certified Building Official, CASp, &amp; 11 ICC Certifications</b>
Peter Oliver, CASp	<b>CASp &amp; ICC Certified Plans Examiner</b>
Joseph Espinoza, CBO, MCP	ICC Certified Plans Examiner & 8 ICC Certifications
Madhavi Latha	Degreed Engineer & ICC Certified Plans Examiner
Sivaji Muggari	ICC Certified Plans Examiner
Gene Ferrero	ICC Certified Plans Examiner
Lisa O'Malley	ICC Certified Plans Examiner
Ingeborg Vriend	ICC Certified Plans Examiner
	<b>More than 10 additional Plans Examiners</b>



**Key 4LEAF Inspection Personnel:**

Below is a quick look into 4LEAF’s on-call inspection database, which is made of qualified and quality team members who are ready and able to take on the City’s projects. Should duplicate names appear in our competitor’s submittals, we are prepared to show payroll records to ensure you that all names listed in this proposal are 4LEAF employees.

<b>Inspectors</b>	<b>Certifications</b>
Christopher Fowler, CBO	<b>Certified Building Official, OSHPD A, &amp; 25 ICC Certifications</b>
Jane Alexander, CBO	<b>Certified Building Official &amp; 21 ICC Certifications</b>
Rory Shortreed, OSHPD A	OSHPD A & ICC Commercial Building Inspector
Martin Scott, OSHPD A, DSA 1	OSHPD A, DSA 1 Certification, ICC Commercial Building Inspector
Brian Clark, OSHPD B	OSHPD B & ICC Combination Inspector
Jeff Rocca	33 ICC Certifications
Mike Leontiades, CBO	<b>Certified Building Official &amp; 9 ICC Certifications</b>
George Davis	Master Code Professional & 36 ICC Certifications
Ron Stevens	17 ICC Certifications
Larry Cassidy, CBO	<b>Certified Building Official &amp; 12 ICC Certifications</b>
Michael Renner, CBO	11 ICC Certifications
Dave Swetnam	11 ICC Certifications
Lucas Chapman, CBO	<b>Certified Building Official &amp; 11 ICC Certifications</b>
Ed O’Reilly, CBO	<b>Certified Building Official &amp; 10 ICC Certifications</b>
Jerry Thome, CBO, CASp	<b>Certified Building Official, CASp, &amp; 9 ICC Certifications</b>
Robert Tucker	8 ICC Certifications
Emilio Torres	8 ICC Certifications
Brad Fields	8 ICC Certifications
Kevin Brenton	8 ICC Certifications
Jerry Brown	8 ICC Certifications
Wladyslaw Grobelny	8 ICC Certifications
David Rashé, CBO, CASp	<b>Certified Building Official, CASp, &amp; 8 ICC Certifications</b>
Brent Hipsher, CBO, CASp	<b>Certified Building Official, CASp, &amp; 6 ICC Certifications</b>
James Lee	7 ICC Certifications
Scott Wungluck, CASp	<b>CASp &amp; 6 ICC Certifications</b>
John Kuehl, CBO	<b>Certified Building Official, 6 ICC Certifications</b>
Chris Pallares	5 ICC Certifications
Andrei Oustinov	5 ICC Certifications
Don Hutsell	5 ICC Certifications
Greg Adams, CBO	<b>Certified Building Official &amp; 5 ICC Certifications</b>
John Kuehl, CBO	<b>Certified Building Official &amp; 4 ICC Certifications</b>
Chuck Venook	4 ICC Certifications
Chris Garramone	3 ICC Certifications
Dean Lovejoy	3 ICC Certifications
Jessica Edwards	2 ICC Certifications
Reggie Ramos	2 ICC Certifications
Robert Mantia	2 ICC Certifications
Farris Hix	30 Year Senior ICC Certified Building Inspector
	<b>More than 75 additional ICC Certified Inspectors</b>

7

**Key Fire Review & Fire Inspection Personnel:**

4LEAF has three Fire Protection Engineers for fire review projects such as sprinklers, alarm systems, and other fire-related consulting items. Our Fire Plans Examiners and Fire Inspectors come with many years of experience and are familiar with a wide-range of projects. We services various Fire Districts and Fire Departments with Inspection and Plan Review scopes as well as consulting on large construction projects. Our team includes:

<b>Fire Personnel</b>	<b>Registrations &amp; Certifications</b>
Geoff Aus	Fire Marshall, Inspector, and Plans Examiner
Gib Moush, P.E.	Registered Professional Engineer, Fire Protection Engineer
John Shoffa	Certified Fire Officer, Fire Plans Examiner, Fire Inspector
Loralyn Davis	Fire Plans Examiner/Fire Inspector
Ronald Griesinger	Fire Plans Examiner/Fire Inspector
John Riddell	Fire Plans Examiner/Fire Inspector
Randy Amores	Fire Plans Examiner/Fire Inspector
Rebecca Lauricella	Fire Plans Examiner/Fire Inspector
James Aldrich	Fire Plans Examiner/Fire Inspector
Stuart Blakesley	Fire Plans Examiner/Fire Inspector
Vincent Fung	Fire Plans Examiner/Fire Inspector
Christopher Fowler, CBO	Fire Inspector II (ICC)
Brent Hipsher, CBO, CASp	Fire Inspector
Tom Cervantes	Fire Prevention Officer, Fire Inspector I, II, and Fire Plans Examiner

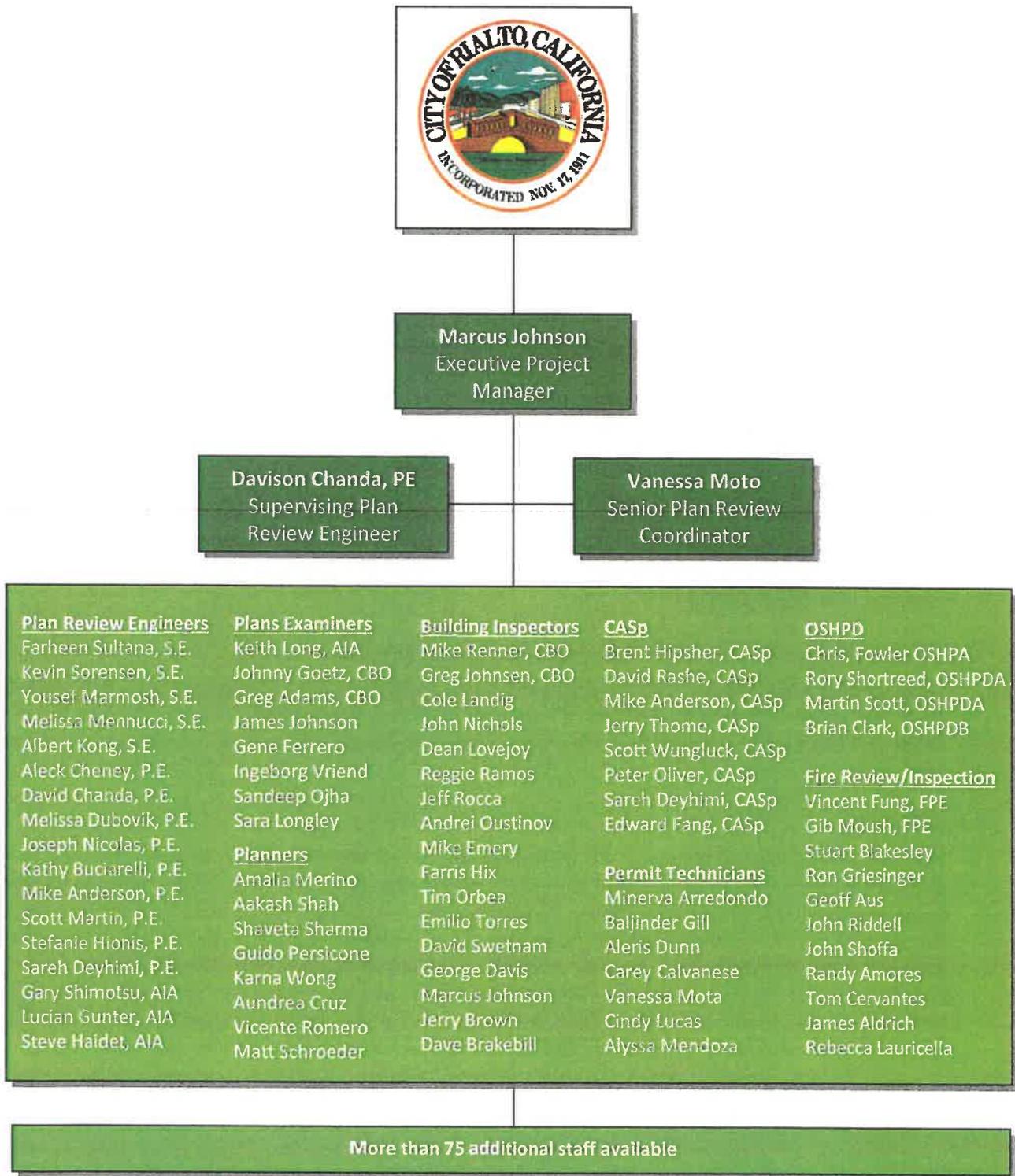
**Permit Technicians:**

4LEAF has a proven track record of providing Permit Technician/Counter staff to jurisdictions throughout California. The 4LEAF pool of talented professionals includes qualified and experienced permit technicians, capable of providing all permit processing and counter services.

Raylee Glasser, CBO	ICC Certified Building Official, Permit Technician, Plans Examiner
Minerva Arredondo	Senior Permit Technician
Aleris Dunn	Senior Permit Technician
Lisa Felicano	Senior Permit Technician
Vanessa Mota	Senior Permit Technician
Jesse Ballou	Permit Technician
Amy Green	Permit Technician
Natasha Karver	Permit Technician
Jennifer Beckley	Permit Technician
Shawna Teague	Permit Technician
Michael Varela	Permit Technician
Samantha Kurland	Permit Technician
Austin Mota	Permit Technician
Karen Moffatt	Permit Technician
Kendal Ripperda	Permit Technician
Shantelle Fuentes	Permit Technician
Carey Calvanese	Permit Technician
Paulina Santellano	Permit Technician



## Organizational Chart





## Current Workload

4LEAF is currently performing approximately 300 off-site reviews plan reviews per week with and a similar number for on-site reviews provided by staff augmentation personnel.

In addition, 4LEAF has also taken on three important plan review programs that include a high volume of solar reviews which are performed in 24 hours or less, two fire-recovery programs which require plans be turned-around in 5 days or less, and a plan review program with Tesla which requires plan reviews to be turned-around in 72 hours or less. 4LEAF has maintained the highest level of quality standards and efficiency to meet all contractual turn-around times with our clientele.

## Management of Resources

Due to the ebbs and flows of plan review it is often hard to gauge the exact amount of volume our firm will see in each week. To offset this uncertainty, 4LEAF has implemented three strategies that allow a cooperative process between offices and the ability to scale up or scale down based upon activity. These strategies include:

- **Strong Mix of Full-time and Part-Time personnel**

4LEAF employee approximately 45 full-time plan review staff that include Structural Engineers, Civil Engineers, and ICC Certified Plans Examiners. We also employ approximately 15 “as-needed” plan review personnel that we used when the volume of plans from our clients exceed our capacity to have timely reviews. This allows the same level of consistency in the quality of our reviews and at the same time, the ability to not carry unnecessary overhead. This allows 4LEAF to control our costs and service our clients in the same fashion. The as-needed plan review personnel are typically CAL PERS retirees and/or Registered Engineers in various disciplines.

- **Overtime of Plan Review Staff Performing Staff Augmentation**

4LEAF services a number of clients by placing full-time plan review staff at the jurisdiction. When needed, 4LEAF can utilize that staff to perform off-site plan reviews and pay them an over-time rate to do so. Although it is a greater expense to 4LEAF, this is utilized to ensure we meet our contractual turn-around times.

- **Technology**

The work for the City of Rialto will be performed out of our Newport Beach location, however, if the workload exceeds our capacity, 4LEAF can share digital files with our three other California locations (Sacramento, Pleasanton, and Paradise). All plan reviews are digitized and placed in our EZPlan Review Portal where our clients and employees can access the information to perform the review. All offices are equipped with Electronic Plan Review capability including large monitors and appropriate software including the use of Blue Beam and similar technologies at the request of our clients. This use of technology is also useful for trade specific reviews (i.e. electrical, plumbing, mechanical, accessibility) in case expertise is needed for complex reviews such as complicated electrical systems, high-rises, etc.



**4LEAF, INC.**

ENGINEERING . CONSTRUCTION MANAGEMENT  
PLAN CHECK . BUILDING INSPECTION . PLANNING

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❖ **4LEAF Resumes**

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# Marcus Johnson

## Project Manager / Director of Southern California Operations

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### Experience

15+ years

### Education

AA, Architectural Technology

### Certifications

ICC Building Plans Examiner

ICC Accessibility Inspector/Plans Examiner

ICC Commercial Plumbing Inspector

ICC Residential Plumbing Inspector

ICC Plumbing Inspector

ICC Building Inspector

ICC CALGreen Inspector

SAP CA DSW Local Inspector

### Professional Affiliations

California Building Officials

County Building Officials Assoc. of CA.

East Bay Chapter, ICC

Napa Solano Chapter, ICC

Sac. Valley Assoc. of Building Officials

Redwood Empire Chapter. ICC

### Experience Summary

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

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

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

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### Select Project Experience

#### 4LEAF, Inc.

#### *Director of Southern California Operations – Project Manager*

Marcus has recently joined 4LEAF as Director of Southern California Operations. Marcus's responsibilities include:

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



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# Johnny Goetz, CBO

## Building Official/Plans Examiner

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### Experience

20+ years

### Education

Construction Management  
UCLA

Cal State University, Los Angeles  
California Lutheran University  
Grossmont Community College

### Certifications

ICC CAL Green Inspector  
ICC Certified Building Official  
ICC Building Inspector  
ICC Combination Inspector  
ICC Sustainability Professional  
CA Certified OES Inspector &  
Coordinator (Post-Disaster Inspection  
and Evaluation)

### Affiliations/Memberships

OSHA 10 and 30-hour Certified  
FEMA 100, 200, 700, & 800 Certified  
ICC Code Development Committee  
Building Officials Membership Council  
ICC / CALBO Exam Development  
CALBO Training Institute (CTI)  
National Green Building Standard  
Consensus Committee  
Assoc. of Building Energy Consultants  
ICC Pool Solar Heating and Cooling  
Standard Consensus Committee  
*+14 additional*

### Experience Summary

Johnny is an experienced construction industry executive with a strong history of timely execution of large-scale initiatives. A seasoned leader, Johnny has 20+ years of experience in the industry and is adept in team supervision (including inspectors, project managers, architects, engineers, and designers). His experience ranges from project management to field inspections and his involvement in all stages of construction is beneficial to the projects he is assigned.

His strengths include written and verbal communication, managing customer relationships, and maintaining budget oversight and control. He has a deep understanding of building, state, and local codes. As a senior management professional and jack-of-all-trades, Johnny's familiarity with projects of all shapes and sizes makes him an asset to any building department. He can handle large and complex projects with ease and has demonstrated his skills over the course of 2 decades.

Johnny has been part of the 4LEAF team for approximately two years and has worked on many complex commercial and residential construction projects. He holds several valuable ICC Certifications and is a member of many industry organizations. Johnny's assignments for 4LEAF include inspection projects ranging from large commercial to residential as well as plan review projects.

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### Select Professional Experience

#### 4LEAF, Inc.

#### Building Official / Plans Examiner

#### 2018 – Present

On behalf of 4LEAF, Johnny performs building official duties, plan review, and all trades inspections (building, mechanical, electrical, and plumbing) on projects and residences throughout California. Johnny is currently serving as the Building Official for the City of Signal Hill.

#### Town of Truckee, CA

#### Chief Building Official

#### 2013 – 2018

In his past role with the Town of Truckee, Johnny was responsible for the following duties:

- Managing daily activity within the Building Division (including permit issuance, plan check,



**4LEAF, INC.**

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

***Operations Manager***

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



**South Napa Earthquake Recovery, City of Napa, CA**

***Building Inspector***

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



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

***Manager of Jurisdictional Services***

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

**County of Napa, CA**

***Building Inspector III***

Marcus performed the more complex field inspection of building construction, plumbing, mechanical and electrical installations in residential, commercial, and industrial buildings; verify compliance with applicable building, plumbing, electrical, mechanical codes, and related City ordinances, state, and local statutes. Communicated with property owners, contractors and others in the process of field inspections, explained requirements, compliance with plans and codes with final sign-off approval. Performed code enforcement work, including investigating code violations and complaints; writing up the results of inspections; issued instructions with recommendations; with research of information; issued stop work orders.

**City of Hesperia, CA**

***Building Inspector, Plans Examiner***

Marcus reviewed plans and issued building permit applications for new construction, alterations, and remodeling of existing structures; verified compliance with applicable codes and ordinances and accepted construction practices; and, issued certificates of occupancy. Provided technical information and professional advice to City staff, officials and the public regarding city codes relating to construction; assists architects, residential designers, engineers, contractors and property owners in interpreting and meeting code requirements; established and maintains a customer service orientation; responds to complaints and resolves more difficult inspection problems.

**JAS Pacific, Upland, CA**

***Permit Technician, Building Inspector***

Marcus reviewed plans and building permit applications for new construction, alterations, and remodeling of existing structures; verified compliance with applicable codes and ordinances and accepted construction practices; and, issues certificates of occupancy. Acted as project coordinator for routing of plans, tracking status of plans while they are being checked by staff in other City divisions.

- inspections, and code compliance activity)
- Oversight of Building Division budget (Enterprise fund)
- Developing and continuing public and private partnerships within the building community
- Acting as Town representative for Tahoe Truckee Engineers Association, Contractors Association of Truckee Tahoe, Local Government Affairs Committee, and The Building Working Group
- Acting as the Town liaison with the Fire District, Sanitary District, and Utility District as it relates to construction and building

### **Town of Mammoth Lakes, CA**

#### **Assistant Building Official / Solid Waste Coordinator**

**2004 – 2013**

As the Acting Building Official for the Town, Johnny was responsible for oversight of the Building Division budget, daily coordination of Inspections Services and Code Compliance Workgroup, and daily inspections of residential and commercial buildings.

### **Mammoth Lakes Fire Department, CA**

#### **Engineer**

**2005 – 2013**

In his role as Engineer for the Mammoth Lakes Fire Department, Johnny held the following certifications:

- Certified Firefighter I.– State of California
- Certified Driver Operator 1A & 1B – State of California
- Member of Mammoth Lakes Fire Department Apparatus Committee (2010 – 2013)
- Mammoth Lakes Fire Fighters Association President (2008 – 2013)
- Mammoth Lakes Fire Fighters Association Board Member (2007 – 2013)

### **Jack Tracy Construction**

#### **Project Manager**

**2002 – 2004**

Johnny's project manager responsibilities for the general contracting company included:

- Leading daily operation of multiple projects including the Moorpark Golf Clubhouse (\$5.75 million) and the Prime Business Center (\$1.4 million)
- Overseeing contract negotiations, subcontracts, client relations, and budget control
- Managing project delivery from pre-construction to completion
- Leading the company's safety program

### **T. Violen Construction**

#### **Project Manager**

**2000 – 2002**

Johnny's project manager responsibilities for the general contracting and general engineering company included:

- Leading daily operation of multiple projects including the Wildwood School (\$6.5 million), the Mountain Gate County Club (\$3.1 million), and the Lachman Lane Gymnasium (\$10 million).
- Overseeing subcontracts and negotiations, client relations, and budget control
- Project delivery from pre-construction to completion

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# Vanessa Mota

## Senior Plan Review Coordinator

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### Experience

15+ years

### Education

Economic & Social Opportunity  
- Permit Technician I & II Program

### Certifications

Permit Technician I & II Certificate  
Computerized Office Specialist

### Technical Abilities

Tyler Encode- Permitting Software  
Naviline- Permitting Software  
Metroscan, Geomedia, Microsoft  
Office, GIS

### Professional Affiliations

International Code Council

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### Experience Summary

Vanessa is a highly-motivated Senior Permit Technician that demonstrates commitment and team work. She is a dedicated professional with strong organizational skills, who is detail-oriented, conscientious and thorough; thrives in a fast-paced, dynamic environment. All while maintaining a positive working relationship with peers, management and customers, in an effort to achieve the highest level of business objectives. Vanessa has a proven ability to adhere to established procedures or implement new ones in order to streamline the process.

### Select Professional Experience

#### City of Victorville - 4LEAF, Inc.

##### *Senior Permit Technician*

**2019 - Present**

Vanessa is currently working for the City of Victorville on behalf of 4LEAF. In this role, Vanessa provides support by assisting at the front counter, responding to questions, answering and returning phone calls and emails, inputting correction notices and case-related comments into the City's permitting software system, filing and scanning documents following field inspections, and offering her expertise on associated tasks as needed.

#### Central Contra Costa Sanitary District - 4LEAF, Inc.

##### *Senior Permit Technician*

**2018 - 2019**

Vanessa worked at the Central Contra Costa Sanitary District as a Senior Permit Technician where her responsibilities included permit issuance, reviewing plans for completeness, data entry, collection of fees, customers service and coordination of projects. Prior to working onsite Vanessa worked in our Pleasanton office helping to coordinate the distribution of plans to our plans examiner team.

#### City of Wildomar

##### *Senior Development Services Technician*

**2013 - 2018**

##### **Duties included:**

- Provide primary support to the Chief Building Official, Community Development Director and City Officials

- Create/Implement New Permit Types, Update Fee Structures per Adoption changes
- Calculate and process Permit Fees, Development Impact and Mitigation Fees (For all permits)
- Process & Calculate Developer Deposit & Permit refunds
- Provide technical support to the public, contractors, developers & other internal departments
- Trouble-shoot and mediate customer complaints and/or problems
- Process Monthly, Quarterly & Annual Reports for the City, State and various entities/  
Organize & Conduct Annual City Audits
- Track/Coordinate all project corrections & approvals for all city departments (*Building, Planning, Engineering, and outside Agencies*)
- Process permits for Public Works/Engineering, Building & Planning Departments /Issue C of O's
- Monitor and Track Development Agreements (Tract / Commercial Projects)
- Review plan check document submittal for completeness (Plans, Calculation, Specification and etc.)/ Coordinate & process all plan checks / Monitor deadlines (For all Development Service Departments)
- Interpret Plans and Inspection corrections
- Research, update and monitor Contractor Licenses & Worker's Compensation Requirements
- Central Cashier: Permit Payments, Developer Deposit Payments, Process Refunds, Audit & Monitor Developer Deposit Accounts for Finance Department

**City of Hollister - 4LEAF, Inc.**

***Senior Permit Technician***

**2009 - 2013**

- Provide primary support to the Chief Building Official, Community Development Director and City Officials
- Handled Building Development front counter operations
- Developed and Implemented Technician Procedure Manuals
- Track and coordinate all approvals for city departments (*Building, Planning, Plan Check, Engineering, Fire Department and Health Department*)
- Provide technical support to customers and other internal departments
- Process all permits for Building Department, Issue certificate of occupancies
- Process inspections reports, Input inspection correction and approval result into permit system
- Train and manage new staff and technicians
- Research property information utilizing City of Hollister GIS System
- Process Monthly and Quarterly Reports for the City, State and various entities
- Trouble-shoot and mediate customer complaints and/or problems
- Review plan check submittal for completeness, Monitor, coordinate and process all plan checks,
- Ensure plan check deadlines are being met.
- Calculate and process valuations and permit fees for all types of construction
- Research, update and monitor Contractor Licenses & Worker's Compensation Requirements
- Primary Front Counter Support (*Guide and assist developers, contractors and general public through the permit process*)

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# Davidson “David” Chanda

## Supervising Plan Review Engineer

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### Experience

9 + years

### Education

M.S. Civil Engineering (Structural)

CSU Long Beach, CA 2011

B.S. Civil Engineering (Minor in

Construction Management)

Cal State Fresno 2007

### Registrations

Professional Engineer – Civil #83946

ICC Building Plans Examiner

### Affiliations

American Society of Civil Engineers

Structural Engineers Association of

Northern California

International Code Council

Foothill Chapter

### Experience Summary

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

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

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### Select Professional Experience

#### 4LEAF, Inc.

#### *Senior Structural Plan Review Engineer*

2019 – Present

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

#### VCA code group – Orange, CA

#### *Senior Plan Check Engineer – Supervisor*

June 2017 – December 2019

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



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# Farheen Sultana, S.E., LEED AP

## Senior Structural Plan Review Engineer

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### Experience

13 + years

### Education

State University of New York, Buffalo  
M.S. Earthquake Engineering, 2005

### Registrations

State of California Licensed  
Professional Engineer, Structural  
2014

State of California Licensed  
Professional Engineer, 2009

### Certifications

ICC Building Plans Examiner  
LEED AP

CASp (Passed Open Book Exam)

### Software Skills

SAP  
STAAD  
RISA  
AutoCAD  
Accele

### Experience Summary

Farheen is a registered Structural Engineer with more than 13 years of structural design background with responsibility of structural system analysis, design, and preparation of construction documents from inception to completion, in accordance with overall project requirements. Farheen is also experienced with field structural observation to ensure their compliance with approved drawings and is experienced with RFI's and solutions for field conditions.

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### Select Professional Experience

#### **4LEAF, Inc.**

**November 2018 – Present**

#### ***Senior Structural Plan Review Engineer***

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

#### **City of San Jose**

**April 2014 – November 2018**

#### ***Senior Structural Plan Review Engineer***

Farheen worked for the City of San Jose for more than four years. Some of her projects reviewed included:

#### **Multi Family & High Rise Projects**

- Charlotte Apartments
- Cambria Hotel
- Coleman Highline Office Buildings
- Charlotte Garage (4 story parking garage)

#### **Tenant Improvements**

- Space Systems Loral
- Broadcom (Mitty High School)
- Adobe
- IBM
- Apple
- Tesla

- Attended meetings with applicants, engineers and architects for clarification of review comments and verifications of corrections.
- Reviewed structural plans for wind and seismic requirements (ASCE/SI 7-10), including drag force shear wall design, diaphragm design and foundation design.

**Bureau VERITAS – Costa Mesa, CA**

***Plan Check Engineer***

**June 2015 – June 2017**

- Researched into the intent of the California building codes (Title 24) requirement to assist architects and engineers to comply the code interpretation.
- Prepared clear and concise written plan review comments/corrections that are necessary to prepare plans for approval.
- Established and maintained effective working relations with engineers and architects to resolve problems regarding code interpretations.
- Reviewed structure plans for wind and seismic requirements (ASCE/SE 7-10), including drag force, shear wall design, diaphragm design and foundation design.
- Worked at the public counter at the City of Corona to conduct over the counter plan review.

**RADCO – Long Beach, CA**

***Plan Examiner***

**January 2015 – June 2015**

- Reviewed mobile homes and factory-built structures with respect to California title 25.
- Reviewed residential and commercial building plans for conformance with the California title 2A.
- Researched into the intent of the California building codes (Title 24) requirement to assist architects and engineers to comply the code interpretation.

**K.B. Leung and Associates (Structural Engineers) – Alto Loma, CA**

***Staff Engineer***

**August 2014 – November 2014**

- Worked under the supervision of structural engineers to assess and analyze structures for seismic and wind analysis.
- Estimated the quantities of concrete, steel, wood and masonry from structural drawings.
- Reviewed structural corrections/comments provided by plan checkers from the City and DSA (Division of state Architects office) for code compliance.

**City of Rancho Cucamonga – Rancho Cucamonga, CA**

***Plans Examiner (intern)***

**December 2011 – June 2012**

- Review design-engineering calculations on proposed construction, alterations or repair of buildings to ensure compliance with public safety standards.
- Reviewed residential, commercial and industrial plans to determine compliance with relevant laws, regulations and codes (AISC, ASCE/SEI, ACI, BCRMS and Title 24, etc.).
- Worked at counter to review over the counter plan check issues.
- Attended in-house training sessions for residential plan review and residential /commercial energy workshops sponsored by Edison.

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# Beng H. Low, MS, SE

## Senior Structural Plan Review Engineer

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### Experience

30+ years

### Education

M.S., Structural Engineering  
Ohio State University

B.S., Civil Engineering  
University of Roorkee (India)

### Registrations

State of California Licensed  
Professional Engineer, C48412

State of California Licensed Structural  
Engineer, S4973

### Experience Summary

Beng is a registered Structural Engineer with more than 30 years of experience in the analysis and design of multi-story buildings including schools, commercial, industrial, and residential. His experience in the design of various structural systems includes special reinforced concrete shear walls, steel special moment frames, steel special concentrically braced frames, steel buckling-restrained braced frames, and wood-frame shear walls.

He has extensive experience in response spectra dynamic analysis, seismic design, and seismic retrofit design and is proficient in the latest design requirements of concrete, steel, masonry, concrete tilt-up, cold-formed steel, and wood structures with up-to-date working knowledge of many design codes. He is familiar with analysis and design software such as ETABS, SAFE, SAP2000, RISA-3D, RAM, STAADPro, and Eneccalc and is skilled in AutoCAD, Bluebeam Studio, and REVIT.

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### Select Project Experience

#### 4LEAF, Inc. – Pleasanton, CA

##### Senior Structural Plan Review Engineer

1/2021 - Present

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

#### SOHA Engineers – San Francisco, CA

##### Senior Structural Plan Review Engineer

6/2017 - 1/2021

Some of Beng's projects with SOHA Engineers included:

- *Fourth and Folsom Transit Oriented Development, 266 Fourth Street San Francisco, California*
  - Performed 3-D ETABS analysis, design calculations, and prepared schematic design drawings and specifications for 8-story family housing project. The structural system for the upper story consists of steel special concentric braced frame structure (SCBF) supported by a single story prestressed concrete podium with a combinations of concrete shear walls and SCBF.
- *San Francisco International Airport Terminal 3 West Modernization Project*
  - Performed 3-D ETABS analysis and prepared schematic design drawings for Federal

Inspection Service (FIS) Connector Bridge from Terminal 3W to International Terminal Building (ITB)

- *San Mateo County Community College District Skyline College Performing Arts Center*
  - Performed 3-D ETABS structural analysis, prepared design calculations and a full-set of design development drawings for 2 blocks of 4-story 128,000 square feet performing arts center at San Mateo Community College with proscenium theater, recital hall, and band room using steel buckling-restrained braced frames (BRBF) and special reinforced concrete shear walls.

#### **Kinnoe Structural Engineers – Dublin, CA**

##### **Senior Structural Plan Review Engineer**

**10/2015 - 5/2017**

Some of Beng's projects with Kinnoe Structural Engineers included:

- *Madison Park Business & Art Academy, Oakland, California*
  - Performed 3-D ETABS analysis and prepared structural design calculations for 4 blocks of 2-story buildings. The building's structural system includes precast concrete tilt-up panel and structural steel framing with composite steel deck. Steel moment and braced frames were used for canopies and elevator tower. Beng also prepared a full set of construction documents and specifications.
- *North East Medical Services Addition, San Francisco, California*
  - Provided a 3-D ETABS analysis and prepared structural design calculations for a voluntary seismic strengthening of an existing 6-story healthcare facility. Steel special concentrically braced frames were adopted.
- *Kaiser Fremont Hospital Addition, Fremont, California*
  - Provided structural drawings and calculations for a single-story addition to an existing facility. Cold-formed steel framing and metal sheet shear wall system were used.

#### **IDA Structural Engineers – Oakland, CA**

##### **Structural Plan Review Engineer**

**1/2014 - 9/2015**

Some of Beng's projects with IDA Structural Engineers included:

- *Lesley Towers, San Mateo, California*
  - Performed 3-D ETABS analysis and prepared structural design calculations for the retrofit of a 12-story concrete 1960's building. Shotcrete shear walls were used. Beng also prepared a full set of construction documents and specifications.
- *Hayward Library, Hayward, California*
  - Provided 3-D ETABS analysis and prepared structural design calculations for a new 3-story 58,000 square-footing building. The structural system includes steel framing with composite deck and concrete shear wall. Beng also prepared a full set of construction documents and specifications.
- *Hismen-Hin Nu, Oakland, California*
  - Provided 3-D ETABS analysis and prepared structural design calculations for the retrofit an existing single-story concrete podium structure. The podium structural system includes post-tensioned slab, concrete wall, and CMU walls. The podium supports several 2 to 3-story wood-framed apartment buildings.



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# Scott Martin, P. E.

## Plan Review Engineer

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### Experience

21+ years

### Education

University of California, Irvine  
B.S. Civil Engineering

### Certifications

California Registered Civil Engineer  
License # 59091

Nevada Registered Civil Engineer  
License # 019922

### Professional Affiliations

ICC – International Code Council

Structural Engineers of Northern  
California (SEAOC)

ASCE

### Experience Summary

Scott has more than 21 years of structural engineering experience. Scott has performed a multitude of plan reviews for many different disciplines including OSHPD 3, DSA Projects, and various municipal reviews for clients throughout California. Scott's day-to-day activities include the review of plans submitted to local jurisdictions, creation and submission of plan check letter, and constant communication with all project stakeholders. In addition, Scott was often tasked with the education of building code to applicants.

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### Select Professional Experience

#### **4LEAF, Inc.**

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

#### **2012 - Present**

Since 2012, Scott has worked for 4LEAF in a number of different capacities as a Plan Review Engineer. Scott has worked as a structural plans examiner and is strong with architectural review. Scott has experience working on outside plan checks and has also been assigned to municipalities to review plans onsite and work at the counter with the public and architects to answer building code related questions and provide excellent customer service. In addition, Scott performed many large-scale plan reviews for the City including:

- Workday Campus (6 Stories) - \$50 Million
- Stanford Medical Center (6 Stories) \$32 Million
- VM Ware HTE Tenant Improvement \$ 25Million
- Hilton Hotel and Underground Parking \$18 Million
- VM Ware Parking Structure 2 \$14 Million
- Stanford Hospital Site Development \$13 Million
- 260 California (3 Story mixed-use & underground parking) \$10 M
- Thermal Vacuum Chamber \$9.7 Million
- VM Ware Parking Structure (4 Levels) \$6.8 Million
- 4 Story Tenant Improvement for Survey Monkey \$6.1 Million

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# Melissa Mennucci, S.E.

## Structural Plan Review Engineer

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### Experience

12 + years

### Education

University of California, San Diego

Bachelor of Science – Structural  
Engineering

University of California, Davis

Masters of Science – Civil &  
Environmental Engineering

### Registrations

State of California Licensed  
Professional Engineer, Structural,  
#5677

State of California Licensed  
Professional Engineer, Civil, #72245

### Computer Applications

ETABS

SAP

SAFE

RAM

Revit

Bluebeam

Adobe

Excel

### Associations

SEOACC

### Experience Summary

Melissa is a registered Structural Engineer in the State of California with more than 12 years of industry experience including more than 10 years of design experience. Melissa is currently performing structural plan reviews from 4LEAF's Fair Oaks office and provides technical guidance to the plan review and is experienced with a wide array of project and construction types.

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### Select Professional Experience

#### 4LEAF, Inc.

#### *Structural Plan Review Engineer*

**August, 2016 - Present**

Melissa is currently performing structural plan reviews in 4LEAF's Fair Oaks office for various clientele including such cities as Sacramento, Rocklin, Folsom, Roseville, Stockton, and numerous private clients as assigned.

#### Buehler & Buehler Structural Engineers

#### *Project Engineer*

**March, 2005 - July, 2016**

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

Melissa's projects included:

- Commercial
- Residential
- Schools
- Hospitals
- Government Facilities

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# David J. Rashé, CBO, CASp

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## Building Official/Certified Access Specialist/MWELO Plans Examiner

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### Experience

28 + years

### Education

Saint Mary's College, Moraga, CA  
Bachelor of Arts; Management

Chabot College, Hayward, CA,  
Associate of Arts; Construction  
Inspection

Chabot College, Hayward, CA,  
Associate of Arts; Architectural  
Technology

California State University, Hayward,  
CA

### Certifications

ICC Certified Building Inspector  
Expires 2/18/2026

ICC Certified Building Plans Examiner  
Expires 2/18/2026

ICC Certified Building Official  
Expires 2/18/2026

ICC Certified Combination Inspector  
Expires 02/18/2026

ICC Certified Combination Inspector -  
Legacy Expires 02/18/2026

ICC Certified Electrical Inspector  
Expires 02/18/2026

ICC Certified Mechanical Inspector  
Expires 02/18/2026

Certified Mechanical Inspector UMC  
Expires 02/18/2026

ICC Certified Plumbing Inspector  
Expires 02/18/2026

Certified Plumbing Inspector UPC  
02/18/2026

ICC Certified Residential Combination  
Inspector Expires 02/18/2026

Certified Access Specialist  
# CASp-213 Expires 6/23/2022

Certified (IS-00100.b, ICS-100),  
IS-00700.a, IS-00800.b  
(2014 FEMA Emergency  
Management Institute)

### Experience Summary

David is a dedicated and proficient code professional with more than 28 years of experience working within Northern California Building Departments. David has held various positions in the building department industry including the positions of Chief Building Official, Permit Center Manager and Program Coordinator. As a Building Official David successfully managed the annual building division budget to include monthly activity and reconciliation and oversaw the daily operations in the Permit Center and the Building Division to include the permit technician, plan review, inspection, code enforcement, and building division administrative support staff.

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### Select Professional Experience

#### 4LEAF, Inc.

#### *Building Official, Combination Building Inspector, Plans Examiner 2016 – Present*

David joined 4LEAF to work in a number of different capacities including Building Official, Plans Examiner, Building Inspector, and Certified Access Specialist (CASp). Currently, David is working on behalf of 4LEAF providing Plan Review and CASp services for many clients of 4LEAF's including San Jose State University. *David is also experienced with MWELO Reviews, where he is currently providing these services to the Counties of Santa Clara and San Mateo.* Previously he was the interim Building Official at the City of Lathrop and from 2016-2017 he served the Sandia National Laboratories in Livermore managing 4LEAF's inspection tasks and performing combination inspections on numerous construction projects and quality assurance inspections in conformance with the plans and specifications and the California Building Code (CBC) and the National Fire Protection Agency (NFPA). David has handled the management of larger projects for 4LEAF such as Building 926 and has assisted Sandia in managing the quality of work by preparing:

- Final Punch List of Deficiencies
- Monitor Construction Progress (Schedules)
- Prepare and Maintain Inspection Reports

**City of Livermore, Livermore, California**  
**Community and Economic Development Department**  
***Chief Building Official***  
**2014 – 2016 (Retired)**

- Oversaw the daily operations in the Permit Center and the Building Division to include the permit technician, plan review, inspection, code enforcement, and building division administrative support staff.
- Developed and maintained the annual building division budget to include monthly activity and reconciliation.
- Implemented and managed consultant contracts for plan review and inspection services.
- Maintained contract services for providing plan review and inspection services to Sandia National Laboratories in Livermore.
- Solved development related code questions as well as explained city standards and policy questions, while interacting with planning, engineering, housing, and inspection.
- Consulted with architects, engineers, contractors, and property owners regarding proper design and the methods and materials to be used for building construction in the City.
- Coordinated projects with other City departments.
- Maintained accurate up-to-date records of all plan reviews, plans, inspections, and construction.
- Made public presentations to City Council, public agencies, business and civic groups and other organizations.
- Maintained the City Building Codes in compliance with latest model codes and State regulations.
- Prepared wrote reports and requests for City Council or staff regarding ordinance changes, and establishment of City policy related to building requirements.

**City of Livermore, Livermore, California**  
**Community and Economic Development Department**  
***Permit Center Manager***  
**2004 – 2014**

- Oversaw the daily operations of the Permit Center to include administrative and support staff, permit technicians, planners, engineers, plan reviewers, and inspectors.
- Developed, implemented, and provided sustainability efforts for projects and programs related to customer services and permit streamlining strategies for the Permit Center.
- Coordinated major development projects through the regulatory processes to include planning, zoning, plan review, and engineering.
- Coordinated development projects with architects, developers, engineers, owners, and the general public with interagency teams to facilitate comprehensive reviews.
- Wrote Council staff reports and Resolutions / Ordinances for public policy.
- Prepared Request for Proposals (RFP) for plan review and structural engineering contract services; met with contractors and awarded contracts.
- Reviewed, interpreted, analyzed, and approved design and construction plans, specifications, and reports for conformity to relevant codes, regulations, and policies.

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# James Johnson

## Senior Plans Examiner

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### Experience

30+ years

### Education

Construction Management Certification  
Orange Coast College

Blueprint & Plan Reading  
Marine Corp. Institute

### Certifications

ICC Building Plans Examiner

### Professional Affiliations

Orange Empire Chapter, ICC

International Code Council

1992 Building Official of the Year  
Coachella Desert Contractors Assoc.

### Experience Summary

With a strong background of 30+ years, James brings with him expert-level experience in managing, directing, and reviewing a wide range of construction projects. He is skilled in working in the capacity of a building official, senior inspector, and plan reviewer. James is skilled at the application of building practices, evaluating plans; resolving unexpected site conditions, and regulatory compliance issues involving federal, state, and local requirements. James works effectively with developers, engineers, architects, contractors, building officials, and other industry professionals. He provides results and the highest level of service to all clients as well as excellent leadership, communication, and relationship building skills.

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### Select Project Experience

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

##### *Senior Plans Examiner*

James is currently the onsite Senior Plans Examiner at the Resiliency Permit Center (RPC) for Sonoma County. He performs complete plan reviews while working with developers, engineers, architects, and contractors to ensure code compliance. He completes these reviews with an expedited schedule to meet the County of Sonoma's goal to provide residents with a quick turnaround following the 2017 Complex Fire.



#### West Coast Code Consultants, Inc., Santa Rosa, CA

##### *Senior Plans Examiner*

James reviewed building plans, specifications, and checked calculations to ensure compliance with the currently adopted codes. He also approved building permit applications prior to permit issuance.

#### JAS Pacific, Upland, CA

##### *Plans Examiner, Building Department Manager*

James reviewed building plans, specifications, and checked calculations to ensure compliance with the currently adopted codes in the cities of La Quinta and Lynwood. James also helped with the creation of the City of Menifee's Development Services Department and procedures when they incorporated.

**City of Indian Wells, CA**

***Building Official***

James supervised and trained building inspectors, plans examiners, and building permit technicians. His responsibilities also included assigning, monitoring, and coordinating work. He assisted in preparing and managing the budget for the building inspection division and oversaw the review of building plans, calculations, and specifications for proposed structures. James worked to resolve interpretation issues for inspections of buildings under construction and existing buildings for compliance with the adopted Plumbing, Mechanical, Building, and Electrical Codes. In addition, he evaluated modifications of adopted codes. James worked with homeowners, contractors, and developers to facilitate the permit submittal and the final approval, as well as coordinated with all City departments.

***Senior Building Inspector / Building Inspector***

James performed commercial and residential inspections for building, mechanical, electrical, and plumbing to ensure that construction, alteration, and demolition work being done complied with the State Building Code and City ordinances.

**South Coast Testing Labs, CA**

***Special Inspector***

James monitored construction operations and used applicable field testing procedures and testing equipment to perform required field and building inspections and testing. In addition, he performed all related testing as required by the project and client to determine compliance with project plans and specifications. His essential functions also included the preparation of Daily Field Reports, communication of deficiencies observed in the field to project managers, contractors, and/or client representatives, and the interpretation of project-related drawings and documents, as well as all other duties as assigned.

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# Peter Oliver, CASp

## Plans Examiner/Certified Access Specialist

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### Experience

15+ Years

### Education

New Jersey Institute of Technology

B.S. Architecture

### Certifications

Certified Access Specialist  
(CASp) #818

ICC CA Building Plans Examiner

### Experience Summary

Peter has more than 15 years of industry experience following the completion of various residential, commercial, industrial, and institutional projects with specific attention to design, plan review, and management. Peter has reviewed plans for compliance with all requirements of California and Federal ADA building codes. Peter's residential specialties include extreme fire hazard (WUI) zone fire-resistance requirements, swimming pools, and duplexes with multi-family units. Peter's non-residential specialties include Life Safety Plan Review. Peter has worked on design projects including pharmacy layout and renovation, retail health center installations, and ADA accessibility. His projects have involved renovation using schematic design through design development, construction documents, and permit response.

Peter is comfortable answering questions relating to the permit review process, as well as being an instructive and educational role in the intent, letter and enforcement of the latest building codes and their applicability. Peter is experienced in OSHPD 3 review for medical clinics compliance with California Building Code requirements. Peter has worked on projects for general practitioners, sports medicine clinics, and dialysis clinics.

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### Select Professional Experience

#### **4LEAF, Inc.**

#### ***Plans Examiner***

Peter is currently a Building Plans Examiner with contracting jurisdictions throughout California. He is responsible for life safety, accessibility, fire, and OSHPD plan Review. Peter has worked on hundreds of projects with 4LEAF including:

- Wynn Casino Hotel Resort, Everett, MA
- Google CBRE
- Enumclaw High School, WA
- Press Apartments, Sacramento, CA
- Adventist Health Campus, Roseville, CA
- Sagora Senior Living Facility, Rocklin, CA
- The Park at Modesto, Assisted Living Facility, Modesto, CA

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# Bryan Kelly

## Permit Technician

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### Experience

15+ years

### Education

California State University, San Marcos  
BA, Visual Arts and Technology, 2013

Arizona State University,  
BS, Sustainability  
BS, Graphic Sciences and Urban Planning  
2021

### Software

Microsoft Office  
Esri ArcGIS  
Adobe Suite

### Experience Summary

Bryan is an experienced professional with over fifteen years of customer service experience, including two years of management, over three years of administrative support, and possesses the ability to prioritize and efficiently manage multiple assignments.

As a Permit Technician for the City of Mountain View, Bryan was responsible for the issuance and intake of building permits, preliminary plan reviews, and creating comment letters compiled from the reviews of multiple departments. As a Permit Technician for the City of Menlo Park, he was one of the main points of contact for the new Facebook campus and was an integral part of helping his team adapt to the City's new document and project management software.

Previous roles have allowed him to develop his skills in leadership, community engagement, collaboration, and financial reporting. As Account Manager for Towne Park Valet Services where he led a team of up to fifteen individuals and was awarded for his financial success as a top earner in the San Francisco District for the year 2018.

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### Select Project Experience

#### Shums Coda Associates

##### Permit Technician

2019 - 2021

Bryan served the Cities of Mountain View and Menlo Park as a Permit Technician where he worked with the public through building permit intake and issuance, general office tasks, quality control of document archives, scheduling inspections, issuing comment letters, appointment scheduling, answering phone calls, and email correspondence.

#### Direct Electric Company, General Contractor

##### Webmaster and Solar Project Coordinator

2017

Bryan was responsible for maintaining multiple company websites, graphic design for print and digital advertisements, search engine optimization, social media marketing, copywriting, posting current promotions and rebates.

Additional responsibilities included scheduling projects with new clients, permit submittal and coordination, site inspections, and site audits for solar installations.

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# Cindy Davis

## Permit Technician

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### Experience

20+ years

### Certifications

Pharmacy Technician  
Certificate State Board of Pharmacy

### Technical Skills

RxClaim  
VMware  
Sciomine  
CPR Plus  
Specialized Clinician WEBB  
Specialized Clinician DOS  
Microsoft Outlook  
Microsoft Word  
Microsoft Excel

### Experience Summary

Cindy is a pharmacy professional with over 20 years of relevant experience ranging from technician to quality analyst. She is qualified to receive security clearance. Cindy is a strategic thinker, detail oriented, reliable and responsible for handling confidential information, solving problems and processing documents.

With her many years of customer service and detail-oriented skills, Cindy is a perfect asset to any project she encounters.

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## Select Professional Experience

### 4LEAF, Inc.

#### *Permit Technician*

#### **2020 - Present**

Cindy provides customer service in addition to managing the responsibilities of routing plan reviews and the issuance of letters. Within a jurisdiction, Cindy has the knowledge to perform a wide variety of paraprofessional, technical, and clerical duties to support the permitting process. She provides outstanding customer service to all customers and the public in addition to the calculation and collection of document fees associated with development applications. Cindy answers phones and directs code and development questions to appropriate personnel. She makes it a priority to build and maintain positive working relationships with co-workers, other staff and the public using the principles of superior customer service that she has developed within her experience.

### OptumRx – Irvine, CA

#### *Senior Enrollment Quality Audit Representative*

#### **April 2016 – Jan 2020**

- Determined the depth of testing required for a given product
- Set up, performed, and evaluated test environments with the necessary data
- Logged and tracked defects
- Analyzed and reported test results
- Coordinated timely closure of audits
- Contributed to team effort by consistently meeting established productivity
- Provided ideas and recommendations on process improvements, team building, etc.

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# Jeff Rocca

## Senior Building Inspector

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### Experience

15+ years

### Education

El Camino College, Gardena, CA  
Building Construction Technology, 2003  
Inspection Dynamics, Gardena, CA  
Leuzinger High School, Lawndale, CA 2001

### Certifications

ICC Commercial Plumbing Inspector  
ICC Commercial Mechanical Inspector  
ICC Commercial Combination Inspector  
ICC Commercial Building Inspector  
ICC Combination Inspector  
ICC Building Inspector  
ICC Plumbing Inspector  
ICC Electrical Inspector  
ICC Mechanical Inspector  
ICC Residential Building Inspector  
ICC Residential Plumbing Inspector  
ICC Residential Electrical Inspector  
ICC Residential Mechanical Inspector  
ICC Residential Combination Inspector  
ICC Structural Steel and Bolting Special Inspector  
ICC Reinforced Concrete Special Inspector  
ICC Spray Applied Fire Proofing Special Inspector  
ICC Structural Masonry Special Inspector  
ICC Soils Special Inspector  
ACI – Concrete Field Testing  
DSA Masonry Special Inspector (#5583)  
NICET Construction Materials Level 1  
FEMA – Disaster Housing Inspector  
CALTRANS Test Methods:  
125, 201, 216, 231, 504, 518, 533, 539  
540, 543, 556 & 557

### Professional Affiliations

International Code Council

### Training

Construction Health & Safety  
OSHA CFR Title 29, Part 1926  
OSHA 10 Hour  
OSHA 30 Hour

### Experience Summary

Jeff is currently a Senior Commercial Building Inspector for 4LEAF with more than 15 years of commercial construction experience as a Special Inspector and a Commercial Building Inspector. Jeff is certified in most trades through the International Code Council and has the ability to inspect construction of all types and complexities. In addition, Jeff is well known for his excellent customer service approach with the building community and fellow inspectors. Jeff has worked on two-Billion-dollar construction projects including:

- Apple Campus 2 \$6 Billion
- CHCF Prison \$1.2 Billion
- YakPityutyu Student Housing Project \$198 Million

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### Select Project Experience

#### City of Fontana, CA - 4LEAF, Inc.

##### *Combination Inspector*

**2018 - 2019**

Jeff worked for the City of Fontana through 4LEAF as a Combination Inspector where he performed all trade inspections for commercial and residential projects.

#### Cal Poly San Luis Obispo, YakPityntyu Student Housing

##### *Inspector of Record*

Jeff served as the Inspector of Record on the YakPityutyu Student Housing South Project named after the Northern Chumash Tribe. This \$198 Million project included the construction of seven, four-five story residential buildings consisting of the addition of 1,475 beds, 29 resident advisor spaces, and (2) two-bedroom apartments for professional staff, totaling 383,000 square feet. This project included a campus welcome center and 483 parking spaces totaling 154,000 square feet. The project also included site development, site utilities, parking ramps, sidewalks and curb cuts, landscaping, site lighting, and signage. Jeff was part of a team of two IOR's to assure conformance and compliance with the Title 24 California



Code of Regulations, California Building Code, Office of the State Architect Standards, California State University Standards, and CSU recommended procedures.

### **City of Cupertino**

#### **Apple Campus 2**

##### ***Senior Project Inspector***

As a Senior Project Inspector Jeff helped manage and inspect the on-site operations of the Project Team. The construction spans nearly 180 acres and approximately 4 million Sq. Ft. of construction. The campus included a 2.8 Million Sq. Ft. Main Building with subterranean parking, Corporate Fitness Center, Corporate Auditorium, two above grade Parking Structures, Central Utility Plant, and 600,000 Sq. Ft. of Research and Development Buildings.



Jeff has been instrumental in working with the contracting team to ensure the minimum standards of the California Building Code are met and establishing relationships with the hundreds of subconsultants for various trades. Jeff continually trained and mentored new inspectors that were brought to the project and worked on inspection checklists to ensure continuity for inspections throughout the campus. In addition, Jeff assisted the administration team with the coordination of the inspections to include assignments and posting of results into several portals associated with different buildings. He also contributed to the monthly report to City Management.

### **AMEC Environment & Infrastructure, Los Angeles, CA**

#### **PIH Hospital**

##### ***Construction Inspector***

**2013 - 2014**

For approximately one year, Jeff served as the Structural Inspector for PIH Health Hospital Retrofit in Whittier, CA. Jeff was responsible for observation of drilling operations, soldier piles, piles, tie-back anchors, and the jacking of soldier beams for underpinning of existing structure. In addition, Jeff witnessed and observed the third-party materials testing and special inspections.

### **Leland Saylor Associates, San Francisco, CA**

#### **CHCF Prison Hospital, Stockton, CA**

##### ***Construction Inspector/Project Inspector***

**2012 - 2013**

Jeff worked as the Inspector for the 1.2 Million square foot correctional healthcare facility on a 144-acre site. The CHCF provides acute medical and mental healthcare to approximately 3,000 inmate patients of all security levels and the facility is \$1.2 Billion in valuation. Jeff was responsible for inspection of civil, ADA compliance, structural, mechanical, pipelines, plumbing, fire alarm, and site work.

### **Earth Systems of Southern California**

##### ***Field Technician / Construction Inspector***

**2004 - 2012**

For approximately eight years, Jeff worked for Earth Systems where he was responsible for inspections of soils, concrete, and masonry. When not performing field inspections, Jeff assisted with field inspection/testing reports and worked in the laboratory performing various soils and materials testing. Jeff worked on various types of projects including schools, hospitals, water distribution, pipelines, hillside grading, commercial tilt-ups, wind farms, and CALTRANS.

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# Chuck Venook

## Building Inspector/Plans Examiner

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### Experience

15+ years

### Education

College of San Mateo – Building Technology Program - current

B.A. Degree, Fine Arts 1996 California State University Long Beach

### Certifications

ICC Certified Commercial Building Inspector

ICC Certified Residential Building Inspector

ICC Certified Plans Examiner

### Experience Summary

Chuck is a seasoned inspection professional with experience in commercial and residential inspections. Chuck has worked his way throughout the industry as a commercial inspector where he has performed inspections on Hotels, Biotech Facilities, Commercial Office Campuses, Research and Development, and several mixed-use projects.

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### Select Professional Experience

#### **4LEAF, Inc.**

#### ***Contract Building Inspector/Plans Examiner***

Chuck is currently working in Palo Alto on behalf of 4LEAF as a Contract Building Inspector and Plans Examiner. As a Plans Examiner, Chuck performs residential and commercial plan checks and attends meetings with Building Inspectors in order to trouble shoot municipal codes and building code breakdown at the plan check and inspection level.

### **Private Consulting Firm, South San Francisco, CA**

#### ***Contract Building Inspector***

Chuck has been working for a Private Consulting Firm for several years where he has been primarily concentrated in the Peninsula on a plethora of assignments including residential and commercial inspections as well as plan checks as assigned. Some of Chuck's projects include:

- **Hospitality** – Chuck was responsible for the Marriot Hotel project which included a seven-story structure with 130 rooms. This project included a commercial kitchen, bar, conference rooms, pool, parking.
- **Biotech Facilities** – Chuck inspected several different biotech facilities including Genentech, Amgen, and Merck 23. These projects included tenant space build outs, MEP, above ceiling systems, fume hoods, hazardous materials rooms and bunkers, and the anchorage for several heavy manufacturing pieces of equipment.
- **Commercial Office** – Chuck worked on a large commercial office development named "The Cove" where he was responsible for combination inspections for 7 five story buildings.
- **Research and Development** – Chuck worked on several R & D projects including Recology, See Jane Farm, and Diamond Manufacturer. He was responsible for combination inspections including electrical scope that consisted of high voltage and high pressure insert gasses and blast furnaces.
- **Mixed-Use** – Chuck's mixed-use experience includes Golden Gate Produce Terminal, Parking Garages, Bus Wash and Dumping Station, Rental Car and Car Wash Facility, and Office Buildings.

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# Farris Hix

## Senior Building Inspector/Public Works Inspector

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### Experience

38+ Years

### Education

College of San Mateo  
Half Moon Bay High School

### Certifications / Training

ICC Certified Building Inspector  
HERS Rater

### Associations

CAL BIG (Member)

### Experience Summary

Farris is currently a Contract Inspector on behalf of 4LEAF and is currently assigned to the City of South San Francisco. Farris also routinely trains new inspectors with our ride-a-long process providing insight an instruction utilizing his more than 38 years of construction experience. Farris is passionate about Building Codes and has a tremendous customer service acumen with the contractors, coworkers, and building and construction community.

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### Related Professional Experience

#### 4LEAF, Inc.

#### City of Half Moon Bay

#### *Contract Senior Construction Inspector*

*6/2018 – Present*

Farris has recently joined the City of Half Moon Bay's Public Works division on behalf of 4LEAF where he is providing construction inspection services on a number of Public improvement jobs including:

- Underground Utility Inspections for a 65 home subdivision
- Street and Sidewalk reconstruction throughout the City
- Traffic Safety Plans and Layout
- Review of Change-orders, Plan Reading, and RFI's of Pacific Ridge Phases 1, 2, and 3
- Ocean Colony Reconstruction
- Infrastructure for updates and repairs of gas-lines and water lines for PG&E upgrades

#### 4LEAF, Inc.

#### City of South San Francisco

#### *Contract Senior Building Inspector*

*5/2017 – 5/2018*

For approximately one year, Farris has worked as a Senior Building Inspector on behalf of 4LEAF assigned to the City of South San Francisco. Farris is responsible for working on a variety of commercial, residential, and industrial buildings performing combination inspection services (building, mechanical, electrical, and plumbing). Farris has worked along-side the City's Inspection team and plan review team providing as-needed support for field interpretation.



4LEAF, INC.

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# Jerry L. Brown

## Senior Building Inspector

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### Experience

40+ years

### Certifications

ICC Certified Plumbing Inspector  
ICC Certified Building Inspector  
ICC Certified Electrical Inspector  
ICC Certified Mechanical Inspector

### Experience Summary

Jerry has more than 30 years of building inspection experience, with ten years as a Supervising Building Inspector. Jerry possesses four ICC Certifications and is also SAP Certified. Throughout his long career in the industry, he has demonstrated the ability to build and maintain strong relationships with all of his public contacts.

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### Select Professional Experience

#### County of Alameda

##### *Supervising Building Inspector*

2008 - 2018

Duties included but not limited to:

- Mentor inspection staff under his supervision.
- Initiate code discussions.
- Manage sensitive projects.
- Manage the timesheets for the inspection staff.
- Record keeping and supervision of inspection staff.
- Perform building inspections on complex projects.
- Investigated and/or distributed complaints from the public.
- Worked with Code/Zoning enforcement.
- Worked closely with the Building Official to maintain a smooth running department while providing quality public service delivery.

#### County of Alameda

##### *Building Inspector II*

1990 - 2008

Combination Inspector performing inspections for non-residential construction. Assisted his team with code inquiries to maintain consistency.

#### County of Alameda

##### *Building Inspector I*

1989 - 1990

Combination Inspector for all residential construction. Issued Violation Notices and Stop Work Orders as required. Maintained records for his area of responsibility.

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# Wladyslaw Grobelny

## Building Inspector

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### Experience

20+ years

### Education

Diablo Valley College, Building Standards & Codes

### Certifications

ICC Residential Combination Inspector  
ICC Residential Building Inspector  
ICC Residential Electrical Inspector  
ICC Residential Mechanical Inspector  
ICC Residential Plumbing Inspector  
ICC Commercial Mechanical Inspector  
ICC Commercial Plumbing Inspector  
General Contractor license, B#914635  
Gas Flex CSST Certified Installer

### Experience Summary

With over 20 years of experience in the construction field, Wladyslaw brings to 4LEAF a strong background working with a diverse team of engineers, inspectors, sub-contractors, and other industry professionals. He is well-versed in a variety of construction projects including commercial, industrial, infrastructure, and residential. This level of experience makes Wladyslaw an asset to any project and team. His proficiency in reading plans, working on renovations big and small, and detail-oriented standards are highly-valuable skills that 4LEAF looks for in all team members. Wladyslaw guarantees above-and-beyond project results and the highest level of service to clients as he strives to provide excellent leadership, communication, and relationship building skills.

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### Select Project Experience

#### **Total Construction – Bay Area, CA**

##### ***Company Owner, General Building Contractor***

In his roles as Owner and General Building Contractor, Wladyslaw offers and performs all phases of construction ranging from planning and permitting to construction and project completion. He manages new residential construction projects including renovations and small commercial projects, as well as creates schedules and timelines for each project, including cost estimates and breakdowns. His client list includes the Piedmont Parks and Recreation Department, Piedmont Police and Fire Department, and Valley Transportation Authority of Santa Clara.

#### **Palo Alto Home Improvements (PAHI) Construction Company – Palo Alto, CA**

##### ***Superintendent***

As Superintendent for PAHI, Wladyslaw oversaw a multitude of projects varying in size, complexity, and staff. He worked closely with construction foremen, carpenters, laborers, and sub-contractors to bring construction and renovation projects from creation to successful completion. His responsibilities also included job scheduling, planning, and cost control, reviewing plans and project specifications, laying out projects, and meeting and keeping in communication with property owners, architects, and inspectors.

#### **Bogdan Construction – Bay Area, CA**

##### ***Construction Foreman***

In this role, Wladyslaw oversaw a crew of carpenters and laborer. He also directed sub-contractors and worked with architects, engineers, and sub-contractors throughout each project's timeline in order to see through the quality, accuracy, and successfulness of the work.

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# Brent Hipsher, CBO, CASp

## Combination Building Inspector/Fire Inspector

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### Experience

25 years

### Certifications

DSA CASp # 422

ICC Certified Combination Building Inspector

ICC Certified Building Official

ICC Certified Combination Inspector

ICC Certified Electrical Inspector

ICC Certified Mechanical Inspector

ICC Certified Plumbing Inspector

Fire Inspector 1A-1D & 2A-2D

### Education

California State University, San Jose  
Building Inspection Certificate

College of San Mateo

A.S. Degree Inspection Certificate

A.A. Degree Inspection Certificate

### Professional Affiliations

International Code Council

ICC Peninsula Chapter – Past President

IAPMO Current Chair

IAPMO Research and Testing  
Committee

IAPMO Answers and Analysis

CALBO California Certification  
Committee

### Experience Summary

Brent is a certified Building Official with nearly 25 years of construction related experience; ICC Certified Combination Building Inspector as well as two college certificates in Building Inspection, Construction Management, and has a Certified Access Specialist Certification (CASp #422). Brent has worked with a number of different jurisdictions including the Town of Portola Valley, City of Milpitas, City of Dublin, and the City of Palo Alto where he has served in positions as Building Official, Plans Examiner, and Combination Building Inspector.

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### Select Experience

#### 4LEAF, Inc.

##### ***Combination Building Inspector/CASp/Building Official***

Brent has recently rejoined 4LEAF as a Combination Building Inspector, Certified Access Specialist, and As-Needed Building Official. Brent has worked with numerous 4LEAF clientele including the cities of Emeryville, Newark, Hollister, Pleasanton, and Fremont to assist with any as-needed building inspections ranging from residential to commercial for all trades.

#### City of San Mateo

##### ***Deputy Building Official/Fire Inspector***

For approximately one year, Brent worked at the City of San Mateo in the Building Services division as a Deputy Building Official and Counter Manager where he managed the inspection, plan check, and front counter personnel. Brent also spent several months working with San Mateo Fire as a City Fire Inspector.

#### Kutzmann and Associates

#### City of Palo Alto

##### ***Building Inspector/Plans Examiner***

For approximately seven years Brent worked with the City of Palo Alto as a consultant inspector and plans examiner. Initially, Brent worked in the office as a plans examiner and facilitated customer service related to code questions and over-the-counter plan checks at the Building Counter. Previously, Brent has served the City on a number of residential and commercial inspection projects including:

- HP Executive Center
- Arbor Real (250-unit multi-family)
- Tesla

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# Christopher L. Garramone

Lead Building Inspector

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## Experience

40+ years

### Registrations/Certifications

NFPA 70E Certified Electrical Safety  
Compliance Professional (CESCP)  
Licensed Electrical Contractor  
ICC E-1 Residential Electrical Inspector  
ICC E-2 Commercial Electrical Inspector  
ICC Building Inspector  
CAL EMA Safety Assessment Program  
FHA 203K Consultant Certification  
PVI – Boiler Technician Certification  
Building Specs Inc., Pool, Spa, Pier &  
Bulkhead Inspections Certification  
Building Specs Inc., Home Inspection  
Education Course Certification  
Advanced Auto CAD 2000 Certification

### Professional Affiliations

International Code Council  
International Conf. of Building Officials  
National Fire Protection Association  
American Construction Inspectors Assoc.  
Divers Alert Network

## Experience Summary

With over 40 years of specialized electrical field experience in all aspects of commercial and industrial electrical inspection, Christopher Garramone exhibits a valuable skillset and is an asset to the projects he is assigned. Adept in management, design, installation, termination, and control as a Quality Assurance (QA) Manager, Quality Control (QC) Electrical Inspector, Consultant, Electrician, and Supervisor, Christopher's professional experience is practiced, successful, and ever-growing. He has been involved in several energy projects for the California Energy Commission ranging from the CPV Sentinel Project to the Ivanpah Project.

His proven track record of maintaining expert communication skills with clients, craftsmen, contractors, and government agencies help bring projects in on time, on budget, and to successful completion of project goals. He is skilled in his craft and has a wealth of energy experience that provides the needed time, effort, and quality to client projects.

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## SELECT PROJECT EXPERIENCE

### 4LEAF, Inc.

#### Lead Inspector

Christopher is our lead Inspector in energy-related projects that require an expert hand. He leads inspections and provides management for all teams involved to reach successful project completion.

### West Coast Code Consultants

#### Lead Building Inspector

#### Pio Pico Energy Center

Lead Inspector for the Pio Pico Energy Center, 318 MW, LMS 100 power project, privately owned for the California Energy Commission, located on the Otay Mesa in San Diego County.

### Carlsbad Energy Center

#### Commercial / Industrial Building Inspector

#### Carlsbad, CA

Building Inspector on staff for the 500+ MW, LMS 100 gas turbine power project Carlsbad Energy Center, Carlsbad, CA for NRG Energy.

**Bureau Veritas, North America**

**Solar Electrical Inspector**

**County of Fresno (Various Projects)**

Inspected multiple new solar installations for the County of Fresno including: Terranova Helms Solar, Helms, CA; FCP Solar Project, Kerman, CA; JSA Phelps/CalCom Solar, Coalinga, CA. Additionally, the Chevron Cogen Upgrade for Fresno County, Coalinga, CA was inspected.

**Quality Assurance Inspector**

**Edgewater Project**

Edgewater Unit 5 Air Quality Control System (AQCS)-Alliant Energy, Wisconsin Power and Light Company. Duties included field surveillance and reporting on construction activities to the Project Owners of the EPC and their subcontractors. Assisting the owner's engineering staff with Inspection Test Plan (ITP) review and verification. Field installation personnel utilized these ITP plans.

**Electrical Inspector**

**Ivanpah Project**

Ivanpah Solar Generating System- California Energy Commission / BrightSource Energy. Duties included providing support for the CBO and staff, including field inspections, and verifying test results. Ivanpah Solar Energy Generating System (ISEGS) is a 392 MW (gross) solar thermal power facility developed by BrightSource Energy. Utilizing BrightSource Energy efficient and environmentally responsible LPT 550 technology, the project combined innovative solar technology with conventional, off-the-shelf power components to produce clean, reliable power at scale.

**Electrical Inspector**

**CPV Sentinel Project**

California Energy Commission / Competitive Power Ventures. Duties included field inspections, documentation of inspections and support of the Senior On-Site Inspector. Project consisted of eight natural gas-fired, GE Energy LMS-100 Combustion Turbine Generators (CTGs) operating in simple cycle mode. Each exhaust stack being 13.5 feet in diameter and 90 feet tall. The station produces up to 850MW power in Desert Hot Springs, CA.

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# Reuben Cain

## Building Inspector

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### Experience

15+ years

### Education

San Bernardino Valley College  
Inspection Technology

### Certifications

ICC Commercial Building Inspector  
ICC CA Residential Building Inspector

### Memberships

ICC  
IAMPO  
ICC Citrus Belt Chapter

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### Experience Summary

Reuben has more than 15 years of experience in the construction industry. His specialties include framing, structural, and mechanical. He has worked in various positions that are valuable to the industry and allow him to have a stronger grasp of the projects he works on. Reuben's experience includes performing inspections, handling building permits, and reviewing plans.

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### Select Professional Experience

#### **4LEAF, Inc.**

##### ***Building Inspector***

**2020 - Present**

Reuben is currently working as an Inspector where he performs all trade inspections for commercial and residential projects.

#### **Howard Carpenters**

##### ***Team Leader***

**2019**

- Reviewed construction plans, oversaw and supported construction workers, checked for code violations and detail finish work, submitted plans to city, picked up permits.
- Provided office staff with advice on workflow, takeoff list and employee production, assisted in staff training and evaluation of staff, assisted homeowners with additions and change orders.

#### **City of Ontario, CA**

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

**2018 - 2019**

- Reviewed plans for compliance with established codes, ordinances, policies, and procedures. Review documents at the public counter to verify accuracy and completeness of information.
- Processed permit applications and plan intake, determined processing needs for projects using architectural and engineering scales to determine dimensions, and calculated areas.
- Assisted building inspectors by performing code and records research and compiling data, provided information to the public/permit applicants regarding requirements and inspections.
- Processed and issued building, electrical, plumbing, mechanical, grading, and other permits.
- Calculated fees based on established fee schedules and monitored approval of plans.
- Maintained computer files and other logs on all building permits and related documents.

***Building Department Intern***

- Conducted field inspections as well as framing, plumbing, mechanical, roofing, building wrap, and electrical installations in residential and commercial buildings.
- Checked plans for new construction, alterations, or remodeling for existing structures to ensure code compliance and accepted engineering practices.
- Reviewed plans, conferred with architects, contractors, builders and the general public.

**Howard Carpenters**

***Team Leader***

**2017 - 2018**

- Reviewed construction plans, oversaw and supported construction workers, checked for code violations, and detailed finish work.
- Submitted plans to clients, picked up permits, provided office staff with advice on workflow, take-off list and employee production, assisted homeowners with additions and change orders.

**T Drive Appraisal Service**

***Real Property Damage Field Adjuster***

**2008 - 2017**

- Received claims from insurance companies, reviewed declaration page, scheduled inspections, wrote construction damage estimates, secured agreed cost of repair with local contractors, addressed any supplement needed.
- Re-inspected construction for hidden damage or additional repairs needed, completed final estimates or repairs, and inspected for quality, fit, and finish.

**Sewal Construction Service**

***Team Leader***

**2004 - 2008**

- Submitted building plans and picked up permits from clients, developed a material take-off of all lumber and hardware needed for the construction, collected deposits, and scheduled work with contractors.
- Oversaw grading, compacting, and set borders. Met with the city code inspectors, completed framing, and managed workers.

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# Ronald L. Griesinger

## Fire Marshal

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### Experience

35+ years

### Education

Cabrillo College, Fire Science  
Technology

Monterey Peninsula College,  
Fire Academy, Certified Wildland  
Firefighter

### 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,

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

Certified Green Building Professional

### Experience Summary

Ronald has more than 35 years of Public Safety experience. His experience includes being a Deputy fire Marshal, Fire Life Safety Officer, Fire Inspector, Firefighter, and Fire Code Consultant for many jurisdictions working directly for the public entity and as a third-party private consultant.

Ronald is well versed with conducting inspections and investigations of existing buildings as it relates to fire life safety. Participating in code development at national, state and local levels through monitoring of changes to construction codes and standards, developing change proposals, consensus building with stakeholders and presenting at public hearings. As well as, analyzing, interpreting, and accurately reviewing plans and specifications for compliance applicable Federal, State, and Local laws, codes, and regulations concerning fire protection and life safety on proposed buildings and subdivision developments.

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### Select Professional Experience

#### **Riverside County Fire Department, City of La Quinta**

#### ***Fire Safety Specialist***

**2014 - 2019**

As a Safety Fire Specialist Ronald reviews commercial, industrial and multi-unit building plans and specifications for occupancy and structural requirements as it relates to the fire code. Ronald reviews all preliminary development plan submittals and provides codes and standards interpretations to applicants, planning staff and building official. Additional duties include:

- Conducting inspections and investigations of existing buildings as it relates to fire life safety.
- Participating in weekly projects review meeting as the fire department representative.
- Providing technical assistance to other department staff members.
- Providing plan review and inspection staff with effective recommendations for automatic fire sprinkler systems, alarm and monitoring systems, clean agent extinguishing systems and commercial cooking fire extinguishing systems.

**City of Watsonville**  
***Fire Life Safety Officer***  
**2003 - 2014**

For more than 11 years, Ronald served as a Fire Life Safety Officer for the City of Watsonville. Ronald reviewed plans and inspected buildings and other structures for compliance with fire laws, ordinances and regulations concerning design, construction and the installation of fire protection equipment. Additional duties included:

- Analyzing, interpret, and accurately review plans and specifications for compliance with fire codes, ordinances, and regulations on proposed buildings and subdivision development.
- Supervising the daily fire prevention activities of inspection staff.
- Investigating complaints of fire hazards and prepare reports and notices of deficiencies directed to owners. Pursue compliance with legal actions.
- Ensuring compliance with fire safety standards in the construction, operation, and maintenance of commercial and industrial establishments and in the storage and handling of hazardous materials such as compressed gases, flammable liquids, oxidizers, toxics and corrosives.
- Designing, develop and oversee the implementation of technical guide lines, interpretations of policies, procedures and modifications to programs.
- Writing staff reports and give presentations to city council. Provide technical fire prevention codes and standards information to a verity of boards and commissions.
- Coordinating with other local and state agencies regarding inspection, plan review, investigation, compliance and regulatory consistency.
- Assisting department personnel, public, and design professionals in the interpretation of state and local laws and regulations relating to fire and building code requirements.
- Participating in weekly Major Project's Review meeting and provide technical assistance to the City Manager's Office and other departments such as building, housing, redevelopment, planning, police, public works, and parks.

**Boulder Creek Fire Protection District, Boulder Creek, CA**  
***Firefighter/Engineer/Deputy Fire Marshal***  
**1996 – 2014**

Ronald served as the Deputy Fire Marshal where he provided fire prevention training for the community, cadets, and visitors. Conducted fire investigation to determine cause and origin and provided educational outreach to schools and community organizations. Additional duties included:

- Providing full EMS and fire suppression for Boulder Creek Fire District.
- Maintaining all records associated with fire investigation on a computer-based system.
- Inspecting automatic fire sprinkler systems, automatic fire alarm systems and fire extinguishing systems for compliance with currently adopted codes and standards.
- Conducting "wildland urban interface" inspections; plan and coordinate the Fire District's weed abatement program.

**Scotts Valley Fire Protection District, Scotts Valley, CA**  
***Interim Deputy Fire Marshal***  
**March 2003- September 2003**

As the Interim Deputy Fire Marshal Ronald performed all fire plan review, field inspections, and code compliance inspections as related to fire prevention. Worked with local building officials and design professionals to ensure code compliance. Worked with engine company officers and firefighters to ensure a higher quality of safety. And provided code information advice to front line personal as it correlates to fire prevention.

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# Geoff Aus

Fire Marshal

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## Experience

35+ years

## Education

UCSF, Master of Public MPA  
Administration, 1988

California State University Chico  
BA English and Social Science,

Shasta College, Fire Technology

Certified Fire Marshal, California  
State Fire Marshal

## Certificates & Achievements

California Chief Officer #011092  
California Fire Officer #011827  
California Fire Marshal #00015  
California Plans Examiner #0023  
California Fire Protection Specialist  
California Fire Prevention Officer  
California Fire Code Inspector  
California Fire Instructor  
California Public Education Officer  
California Fire Investigator II  
California Fire Fighter II  
NFPA Fire Inspector #650  
Emergency Medical Technician  
ICC Building Plans Examiner  
ICC Fire Plans Examiner  
ICC Commercial Building Inspector  
ICC Commercial Plumbing Inspector  
ICC Residential Electrical Inspector  
ICC Fire Inspector II  
ICC Commercial Mechanical  
Inspector

## Professional Affiliations

International Code Council  
International Association of Fire Chiefs  
NFPA  
CA Fire Prevention Officer Association  
International Association of Arson  
Investigators

## Experience Summary

Geoff is a Certified State Fire Marshal with more than 35 years of Public Safety experience. His experience includes being a Fire Prevention Officer, Fire Inspector, Fire Marshal, and Fire Code Consultant for many Bay Area jurisdictions working directly for the public entity and as a third-party private consultant.

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## Select Professional Experience

### **4LEAF, Inc. Pleasanton, CA**

#### ***Fire Services Division Manager***

**October 2018 - Present**

Geoff has just joined 4LEAF as the Fire Services Division Manager. Geoff is leading a group of more than 10 professionals that include Fire Protection Engineers, Fire Plans Examiners, Fire Inspectors, and Fire Code Development staff. Geoff is also serving the Ross Valley Fire Department where he self performs inspections and plan reviews two days a week.

### **CSG Consultants, Foster City, CA**

#### ***Fire Services Supervisor***

**September 2015 - September 2018**

As Fire Services Supervisor, Geoff was responsible for supervision of staff and expertise in applying the Fire, Building, and NFPA Codes and Standards. Geoff also provided educational courses in State Fire Marshal, ICC, and NFPA Codes and Standards. Geoff supervised up to nine staff and worked in such jurisdictions as San Mateo, Coastside Fire, Watsonville, and Salinas.

### **Lawrence Berkeley National Laboratory, Berkeley, CA**

#### ***Fire Marshal Protective Services Division***

**2013 - 2015**

Geoff provided the fire prevention and fire and life safety system testing for a \$2.5 Billion complex where they utilized the NFPA and California Codes. He also assisted on 102 buildings & 600 laboratories.

### **Menlo Park Fire Protection District, Menlo Park, CA**

#### ***Division Chief***

**2000 - 2013**

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# Gib Moush, FPE

## Fire Protection Engineer/Plans Examiner

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### Experience

20+ years

### Education

BS, Mechanical Engineering  
Louisiana State University

### Certifications

Registered California Professional  
Engineer, Fire Protection Engineering

### Experience Summary

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

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

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

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### Select Professional Experience

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

##### *Fire Plans Examiner*

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

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

#### Livermore Pleasanton Fire Department

##### *Fire Plans Examiner*

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

#### St. Joseph's Parrish, Rio Vista, CA

##### *Senior Plans Examiner*

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





**4LEAF, INC.**

ENGINEERING . CONSTRUCTION MANAGEMENT  
PLAN CHECK . BUILDING INSPECTION . PLANNING

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## SECTION 4: PROPOSED APPROACH



## **SECTION 4: PROPOSED APPROACH**

### **Building Plan Review Services**

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

### **On-Site Review Work Plan**

4LEAF can supply **Registered Professional Engineers** to the City of to work on-site performing structural plan review and non-structural reviews at the Jurisdiction's discretion.

**City of Anaheim  
City of Whittier  
City of Malibu  
City of Signal Hill  
City of San Jose**

**City of Palo Alto  
City of Hollister  
City of Pleasanton  
Town of Paradise  
County of San Mateo**

### **Off-Site Review Work Plan**

4LEAF is able to work effectively with design teams and assist Public Works, Planning, Fire, and Building Departments in the construction, rehabilitation, and repair of both public and private projects. Our experience includes checking for compliance with the structural, life-safety, accessibility, plumbing, mechanical, electrical, fire, and local codes/ordinances.

### **Approach**

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

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



## **4LEAF Plan Review QA/QC Process for all Reviews**

### **Task 1 – Project Tracking Set-up**

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

### **Task 2 - Complete Submittal Review**

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

### **Task 3 - Plan Review Assignment**

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

### **Task 4 - Plan Review**

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

### **Task 5 - Quality Control**

Prior to submitting the plan review correction list to the City, the designated plan review project lead will review the correction list for adherence to applicable codes and ordinances as well as for accuracy and completeness. After completion of our quality control review a correction list will be e-mailed to a designated staff member at the City of Rialto or as directed by the City. The correction list and a 4LEAF transmittal form will include the following information: a description of the work, type of construction, occupancy group, square footage, number of floors, and sprinkler requirements.

### **Task 6 - Plan Review Rechecks**

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

### **Task 7 - Project Approval**

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



### Off-Site Electronic Plan Review

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

4LEAF has successfully implemented and used Bluebeam for electronic review of files to help eliminate the use of paper and take the plan review workflow to a whole new level. 4LEAF’s offices are equipped with large scale monitors for easy review of plans. Bluebeam Revu combines powerful PDF editing, markup, and collaboration technology with reliable file creation. Bluebeam integrates flawlessly with our Green Line approach for electronic and timely turnarounds resulting in permit issuance within 5-7 business days.



### Document Control

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

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

### 4LEAF’s EZPlan Review

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

Project #	Project Name	Project Location	Project Status	Project Type	Project Date	Project Value	Project Owner	Project Contact	Project Notes
10012345	123 Main St	123 Main St, City	Approved	Residential	10/15/2020	\$1,200,000	John Doe	John.Doe@City.com	Project completed on 10/15/2020.
10012346	456 Oak St	456 Oak St, City	In Progress	Commercial	11/01/2020	\$500,000	Jane Smith	Jane.Smith@City.com	Review scheduled for 11/15/2020.
10012347	789 Pine St	789 Pine St, City	On Hold	Industrial	12/01/2020	\$2,500,000	Mike Johnson	Mike.Johnson@City.com	Project on hold due to funding issues.
10012348	101 Elm St	101 Elm St, City	Approved	Residential	09/01/2020	\$800,000	Sarah Lee	Sarah.Lee@City.com	Final review completed on 09/01/2020.
10012349	202 Maple St	202 Maple St, City	Approved	Commercial	08/15/2020	\$1,500,000	David Kim	David.Kim@City.com	Permit issued on 08/15/2020.
10012350	303 Birch St	303 Birch St, City	In Progress	Residential	10/01/2020	\$1,000,000	Emily White	Emily.White@City.com	Review in progress, due 10/31/2020.
10012351	404 Cedar St	404 Cedar St, City	On Hold	Commercial	11/01/2020	\$3,000,000	Robert Brown	Robert.Brown@City.com	Project on hold, pending city council approval.
10012352	505 Spruce St	505 Spruce St, City	Approved	Industrial	07/01/2020	\$1,800,000	Laura Green	Laura.Green@City.com	Final review completed on 07/01/2020.
10012353	606 Willow St	606 Willow St, City	In Progress	Residential	10/01/2020	\$1,100,000	Chris Black	Chris.Black@City.com	Review in progress, due 10/31/2020.
10012354	707 Ash St	707 Ash St, City	Approved	Commercial	09/15/2020	\$2,200,000	Alexander Gray	Alexander.Gray@City.com	Permit issued on 09/15/2020.
10012355	808 Hickory St	808 Hickory St, City	On Hold	Industrial	12/01/2020	\$4,000,000	Sophia King	Sophia.King@City.com	Project on hold, pending city council approval.
10012356	909 Walnut St	909 Walnut St, City	Approved	Residential	08/01/2020	\$900,000	Benjamin Hill	Benjamin.Hill@City.com	Final review completed on 08/01/2020.
10012357	1010 Cherry St	1010 Cherry St, City	In Progress	Commercial	10/01/2020	\$1,600,000	Mia Adams	Mia.Adams@City.com	Review in progress, due 10/31/2020.
10012358	1111 Peach St	1111 Peach St, City	Approved	Industrial	07/15/2020	\$2,800,000	Noah Baker	Noah.Baker@City.com	Permit issued on 07/15/2020.
10012359	1212 Plum St	1212 Plum St, City	On Hold	Residential	11/01/2020	\$1,300,000	Ava Nelson	Ava.Nelson@City.com	Project on hold, pending city council approval.
10012360	1313 Apple St	1313 Apple St, City	Approved	Commercial	09/01/2020	\$2,100,000	Liam Carter	Liam.Carter@City.com	Final review completed on 09/01/2020.
10012361	1414 Orange St	1414 Orange St, City	In Progress	Industrial	10/01/2020	\$3,500,000	Olivia Evans	Olivia.Evans@City.com	Review in progress, due 10/31/2020.
10012362	1515 Grape St	1515 Grape St, City	Approved	Residential	08/15/2020	\$1,000,000	Ethan Roberts	Ethan.Roberts@City.com	Permit issued on 08/15/2020.
10012363	1616 Lemon St	1616 Lemon St, City	On Hold	Commercial	12/01/2020	\$2,900,000	Aria Thomas	Aria.Thomas@City.com	Project on hold, pending city council approval.
10012364	1717 Lime St	1717 Lime St, City	Approved	Industrial	07/01/2020	\$1,900,000	Lucas Walker	Lucas.Walker@City.com	Final review completed on 07/01/2020.
10012365	1818 Coconut St	1818 Coconut St, City	In Progress	Residential	10/01/2020	\$1,200,000	Zoe Hall	Zoe.Hall@City.com	Review in progress, due 10/31/2020.
10012366	1919 Pineapple St	1919 Pineapple St, City	Approved	Commercial	09/15/2020	\$2,300,000	Carter Young	Carter.Young@City.com	Permit issued on 09/15/2020.
10012367	2020 Strawberry St	2020 Strawberry St, City	On Hold	Industrial	12/01/2020	\$4,200,000	Isabella King	Isabella.King@City.com	Project on hold, pending city council approval.
10012368	2121 Blueberry St	2121 Blueberry St, City	Approved	Residential	08/01/2020	\$1,100,000	Wyatt Baker	Wyatt.Baker@City.com	Final review completed on 08/01/2020.
10012369	2222 Raspberry St	2222 Raspberry St, City	In Progress	Commercial	10/01/2020	\$1,700,000	Scarlett Nelson	Scarlett.Nelson@City.com	Review in progress, due 10/31/2020.
10012370	2323 Blackberry St	2323 Blackberry St, City	Approved	Industrial	07/15/2020	\$2,600,000	Leo Carter	Leo.Carter@City.com	Permit issued on 07/15/2020.
10012371	2424 Elderberry St	2424 Elderberry St, City	On Hold	Residential	11/01/2020	\$1,400,000	Penelope Evans	Penelope.Evans@City.com	Project on hold, pending city council approval.
10012372	2525 Mulberry St	2525 Mulberry St, City	Approved	Commercial	09/01/2020	\$2,000,000	Grayson Walker	Grayson.Walker@City.com	Final review completed on 09/01/2020.
10012373	2626 Boysenberry St	2626 Boysenberry St, City	In Progress	Industrial	10/01/2020	\$3,800,000	Chloe Hall	Chloe.Hall@City.com	Review in progress, due 10/31/2020.
10012374	2727 Raspberries St	2727 Raspberries St, City	Approved	Residential	08/15/2020	\$1,000,000	Julian Young	Julian.Young@City.com	Permit issued on 08/15/2020.
10012375	2828 Blackberries St	2828 Blackberries St, City	On Hold	Commercial	12/01/2020	\$3,100,000	Madelyn Thomas	Madelyn.Thomas@City.com	Project on hold, pending city council approval.
10012376	2929 Raspberries St	2929 Raspberries St, City	Approved	Industrial	07/01/2020	\$1,800,000	Easton Walker	Easton.Walker@City.com	Final review completed on 07/01/2020.
10012377	3030 Raspberries St	3030 Raspberries St, City	In Progress	Residential	10/01/2020	\$1,300,000	Madeline Hall	Madeline.Hall@City.com	Review in progress, due 10/31/2020.
10012378	3131 Raspberries St	3131 Raspberries St, City	Approved	Commercial	09/15/2020	\$2,400,000	Lincoln Young	Lincoln.Young@City.com	Permit issued on 09/15/2020.
10012379	3232 Raspberries St	3232 Raspberries St, City	On Hold	Industrial	12/01/2020	\$4,500,000	Leah King	Leah.King@City.com	Project on hold, pending city council approval.
10012380	3333 Raspberries St	3333 Raspberries St, City	Approved	Residential	08/01/2020	\$1,200,000	Robert Baker	Robert.Baker@City.com	Final review completed on 08/01/2020.
10012381	3434 Raspberries St	3434 Raspberries St, City	In Progress	Commercial	10/01/2020	\$1,600,000	Isabella Nelson	Isabella.Nelson@City.com	Review in progress, due 10/31/2020.
10012382	3535 Raspberries St	3535 Raspberries St, City	Approved	Industrial	07/15/2020	\$2,700,000	Grayson Carter	Grayson.Carter@City.com	Permit issued on 07/15/2020.
10012383	3636 Raspberries St	3636 Raspberries St, City	On Hold	Residential	11/01/2020	\$1,500,000	Scarlett Evans	Scarlett.Evans@City.com	Project on hold, pending city council approval.
10012384	3737 Raspberries St	3737 Raspberries St, City	Approved	Commercial	09/01/2020	\$2,100,000	Lucas Walker	Lucas.Walker@City.com	Final review completed on 09/01/2020.
10012385	3838 Raspberries St	3838 Raspberries St, City	In Progress	Industrial	10/01/2020	\$3,900,000	Chloe Hall	Chloe.Hall@City.com	Review in progress, due 10/31/2020.
10012386	3939 Raspberries St	3939 Raspberries St, City	Approved	Residential	08/15/2020	\$1,100,000	Julian Young	Julian.Young@City.com	Permit issued on 08/15/2020.
10012387	4040 Raspberries St	4040 Raspberries St, City	On Hold	Commercial	12/01/2020	\$3,200,000	Madelyn Thomas	Madelyn.Thomas@City.com	Project on hold, pending city council approval.
10012388	4141 Raspberries St	4141 Raspberries St, City	Approved	Industrial	07/01/2020	\$1,900,000	Easton Walker	Easton.Walker@City.com	Final review completed on 07/01/2020.
10012389	4242 Raspberries St	4242 Raspberries St, City	In Progress	Residential	10/01/2020	\$1,400,000	Madeline Hall	Madeline.Hall@City.com	Review in progress, due 10/31/2020.
10012390	4343 Raspberries St	4343 Raspberries St, City	Approved	Commercial	09/15/2020	\$2,500,000	Lincoln Young	Lincoln.Young@City.com	Permit issued on 09/15/2020.
10012391	4444 Raspberries St	4444 Raspberries St, City	On Hold	Industrial	12/01/2020	\$4,800,000	Leah King	Leah.King@City.com	Project on hold, pending city council approval.
10012392	4545 Raspberries St	4545 Raspberries St, City	Approved	Residential	08/01/2020	\$1,300,000	Robert Baker	Robert.Baker@City.com	Final review completed on 08/01/2020.
10012393	4646 Raspberries St	4646 Raspberries St, City	In Progress	Commercial	10/01/2020	\$1,700,000	Isabella Nelson	Isabella.Nelson@City.com	Review in progress, due 10/31/2020.
10012394	4747 Raspberries St	4747 Raspberries St, City	Approved	Industrial	07/15/2020	\$2,800,000	Grayson Carter	Grayson.Carter@City.com	Permit issued on 07/15/2020.
10012395	4848 Raspberries St	4848 Raspberries St, City	On Hold	Residential	11/01/2020	\$1,600,000	Scarlett Evans	Scarlett.Evans@City.com	Project on hold, pending city council approval.
10012396	4949 Raspberries St	4949 Raspberries St, City	Approved	Commercial	09/01/2020	\$2,200,000	Lucas Walker	Lucas.Walker@City.com	Final review completed on 09/01/2020.
10012397	5050 Raspberries St	5050 Raspberries St, City	In Progress	Industrial	10/01/2020	\$4,100,000	Chloe Hall	Chloe.Hall@City.com	Review in progress, due 10/31/2020.
10012398	5151 Raspberries St	5151 Raspberries St, City	Approved	Residential	08/15/2020	\$1,200,000	Julian Young	Julian.Young@City.com	Permit issued on 08/15/2020.
10012399	5252 Raspberries St	5252 Raspberries St, City	On Hold	Commercial	12/01/2020	\$3,300,000	Madelyn Thomas	Madelyn.Thomas@City.com	Project on hold, pending city council approval.
10012400	5353 Raspberries St	5353 Raspberries St, City	Approved	Industrial	07/01/2020	\$2,000,000	Easton Walker	Easton.Walker@City.com	Final review completed on 07/01/2020.



**Additional Technologies**

Having served more than 200 jurisdictions, 4LEAF and our staff are knowledgeable and have experience working with a variety of different technologies for Electronic Plan Review, Permit Tracking, and Building Inspections. 4LEAF’s experience with tracking technologies includes, but is not limited to:



**Structural Only Review**

Upon request, 4LEAF will perform “structural only” reviews for the City. 4LEAF can communicate directly with the designers via email, in-person meetings, and through our EZPlan Review system. 4LEAF prefers PDF files for “structural only” reviews as they allow several Structural Engineers to review plans together should there be design-related questions. The majority of 4LEAF’s plan review engineers have a design background and work well with project designers.

**Certified Access Specialist (CASp)**

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



CASp Inspector	Certification No.	Expiration
Sarah Deyhimi, P.E.	CASp-876	03/13/2022
Jerry Thome	CASp-104	09/14/2021
Mike Anderson, P.E.	CASp-328	09/22/2021
Peter Oliver	CASp-818	04/11/2021
David Rashé, CBO	CASp-213	06/23/2021
Scott Wungluck	CASp-560	04/29/2024
Brent Hipsher, CBO	CASp-422	04/12/2021
William Holl, AIA	CASp-509	12/6/2021
Edward Fang, P.E.	CASp-227	6/24/2024

**Building Inspection Services**

4LEAF has a team of more than 175 ICC Certified Building Inspectors, OSHPD/DSA Inspectors of Record, Fire Personnel, and Construction Inspectors working on various contracts. 4LEAF has several staff committed to work in the Bay Area who will remain for the duration of projects to ensure we capture the goals and performance that have made our inspection system successful. 4LEAF plans to:

- Provide the **City of Rialto and its Client Agencies** with the "depth of resources" of **highly qualified, experienced professionals** necessary for City projects, personnel who are registered, certified or has a license and can effectively collaborate with the City’ Project Managers, design team, and contractors.
- Utilize **innovative technology** that will enhance ensure open lines of communication with the City that will interface with the City's technology systems and software platforms.

4LEAF maintains the largest database of qualified inspectors of varied qualifications. Inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF’s inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections. **4LEAF can provide interim or**





## On Call Building Department Staff Services

4LEAF has a proven track record of providing Permit Technician/Counter staff to jurisdictions. The 4LEAF pool of talented professionals includes qualified and experienced permit technicians capable of providing all permit processing and counter services. 4LEAF can deploy such staff on short notice and offer training programs for department staff, if required.

Our staff encompasses the right combination of experience, education, and certifications. 4LEAF Permit Technician Staff must be experienced and dedicated to serving the public at the Planning and Building Department counter.

Typical duties include:

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

4LEAF has numerous of Permit/Counter Technicians on staff, many whom are currently assigned to Building Departments throughout the state. All staff will have the materials, resources, tools, and training required to perform the job.

### Building Department Services Placement Schedule

Building Department Staff	Interim	Full-Time
<b>Permit Technician (ICC Certified)</b>	Less Than 2 Days	Less Than 5 Days
<b>Assistant Permit Technician/ Counter Staff</b>	Less Than 2 Days	Less Than 5 Days
<b>Building Official</b>	Less Than 2 Days	Less Than 15 Days

## Public Works Inspection Services

In addition to building inspection, 4LEAF *has an experienced staff that provides public works inspection*. Our team has supported numerous projects for on-call construction management and inspection services contracts for clients such as the California Department of Parks and recreation (Statewide), and numerous local municipalities. Our many public works projects include light-rail extension projects, water/sewer systems, roadways, and bridges. Our team of qualified public works inspectors is available should the City have needs in this area.



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## **SECTION 5: CUSTOMER SERVICE**



## Customer Service Philosophy

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

4LEAF always strives to go the extra mile with our Customer Service Delivery. Here are two recent examples.

### City of Pinole

4LEAF provides the City with immediate emergency response as needed for incidents during evenings and weekends. Recently, a car drove through the pumps at a Chevron Station and two homes damaged by fallen trees. Upon a call from the City, 4LEAF immediately dispatched a senior level inspector to the scene to assess the life safety concerns of the incidents.

### City of San Juan Bautista

4LEAF is working with the City to establish a Master Fee Schedule to help them update their 20-year-old system of fee collection. Additionally, 4LEAF has updated their building code compliance to current 2016 versions and has placed a Permit Technician and Associate Planner to assist their team in maintaining quality service to their community. As needed Building Official services is provided to the City to resolve complex matters.

The most common compliment 4LEAF receives from our clientele is of our timely responsiveness. Our employees and our management staff are diligent about being available to our clients. 4LEAF is a 24/7 operation. We encourage our clients to call us whenever a need arises. From questions to staff needs, 4LEAF will provide timely responses to all requests.

Phone Calls and Emails will be returned each day as soon as possible. We understand the need for timely responses, and we have a policy that all correspondence must be answered within 24 hours. Many clients even have taken advantage of text messaging which we encourage for instant response.

### Project Managers Contact info:

Marcus Johnson  
Office - (949) 877-9432  
Cell - (909) 996-0511  
[mjohnson@4leafinc.com](mailto:mjohnson@4leafinc.com)

Vanessa Mota  
Office - (949) 877-9432  
Cell - (760) 405-3630  
[vmotta@4leafinc.com](mailto:vmotta@4leafinc.com)

Davison Chanda, PE  
Office - (949) 877-9432  
[dchanda@4leafinc.com](mailto:dchanda@4leafinc.com)

We hope the City of Rialto will choose 4LEAF as one of Plan Check, Building Inspection, and Permit Technician Services consultants and through hard-work, we will prove our value to your team. Our goal is for City to view 4LEAF the way our other clients view us. In many ways we want to be an extension of your team. We will communicate with your staff in the most positive customer service manner possible. Your account will be managed by Marcus Johnson. Marcus manages the majority of 4LEAF's Southern California Building Department clients and understands the needs of your department and has expertise with inspection/plan review staffing.

We anticipate a comfortable relationship where we can discuss needs and resolutions openly and honestly. You will find 4LEAF's email, office phone, and cell phones on all of our business cards. Most importantly, we hope this is the beginning of a long-lasting relationship. 4LEAF has an impeccable reputation of client retention.



## SECTION 5: CUSTOMER SERVICE

### Turn-Around Times

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

Type of Plans	Transportation	Initial Review	Resubmittal Review	2 <sup>nd</sup> Resubmittal Review	Expedited Review	Expedited Resubmittal
*Residential	< 24 Hours (pick up & delivery)	< 10 Days	< 7 Days	< 5 Days	< 3 Days	< 3 Days
**Multi-Family	< 24 Hours (pick up & delivery)	< 10 Days	< 7 Days	< 5 Days	< 3 Days	< 3 Days
Commercial	< 24 Hours (pick up & delivery)	< 10 Days	< 7 Days	< 5 Days	< 3 Days	< 3 Days
***Large Commercial > 15,000 sqft	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable

**\* Single Family Dwelling regardless of square footage.**

**\*\* Multi-Family time frames are for 6 units or less.**

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

Type of Plans	Transportation	Initial Review	Resubmittal Review	2 <sup>nd</sup> Resubmittal Review	Expedited Resubmittal
Townhome Per Building	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 3 Days	Negotiable
144,000 sqft. Warehouse Tilt-up	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 3 Days	Negotiable
50,000 sqft. Manufacturing Type 2 F-1	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 3 Days	Negotiable
Geotechnical Review	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 3 Days	Negotiable

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



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## SECTION 6: FEE PROPOSAL



**SECTION 6: FEE PROPOSAL**

**2021-2022 FEE SCHEDULE & BASIS OF CHARGES**

**For the City of Rialto**

**All Rates are Subject to Basis of Charges**

NATURE OF BUILDING SERVICES	COST STRUCTURE
Building Department Services	<p><b>Complete Plan Review 50% City's Plan Check Fees</b></p> <p><b>Expedited Plan Review is 75% of City's Plan Check Fees</b></p> <p><b>Plan Review Hourly Cost: \$110 Non-Structural Review</b>  <b>\$130 Structural Review</b></p> <p><b>CASp Inspection and/or Review: \$150/hour</b></p> <p>✓ <i>Fee includes initial review and two (2) rechecks. hourly after three (3) plus rechecks.</i></p> <p>✓ <i>Fee includes shipping and courier service.</i></p>

**Fee Structure for Personnel**

Interim Chief Building Official .....	\$135/hour
Senior Combination Building Inspector (Building Inspector III) .....	\$100/hour
Commercial Building Inspector (Building Inspector II) .....	\$80/hour
Residential Building Inspector (Building Inspector I) .....	\$70/hour
Training Building Inspector.....	\$65/hour
Code Enforcement.....	\$80/hour
Clerk/Administrator.....	\$60/hour
Permit Technician.....	\$60/hour
Senior Permit Technician .....	\$70/hour
On-Site Structural Plan Review Engineer .....	\$130/hour
On-Site Non-Structural Plans Examiner .....	\$110/hour
Civil Plan Review (Grading).....	\$110/hour
Fire Protection Engineer (FPE) .....	\$140/hour
Fire Plan Examiner.....	\$130/hour
Fire Prevention Officer .....	\$130/hour
Fire Inspector I.....	\$105/hour
Fire Inspector II.....	\$120/hour
Public Works Inspector.....	\$147/hour
CASp Inspection.....	\$150/hour
Project Inspector / Inspector of Record .....	\$125/hour*
OSHPD Inspector .....	\$135/hour
Off-Site Project Manager.....	\$160/hour
Principal-in-Charge .....	\$185/hour
Hourly overtime charge per inspector .....	1.5 x hourly rate
Mileage (for inspections performed within the City).....	IRS Rate + 20%

*\*Rates will be communicated with the City Management at time of request. Rates will vary based on the qualifications and experience of the personnel.*



## BASIS OF CHARGES

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

- All invoicing will be submitted monthly.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed 75% of the city’s plan review fee listed in the Section 6: Fee Proposal. Return time will be within seven (7) days of receipt of the plans from the City.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed in the Compensation Schedule.
- All plan review services will be subject to a \$250.00 minimum fee if percentage-based fee or two (2) hour minimum charge if hourly rates apply.
- Larger complex plan reviews can be negotiated to achieve the best possible pricing. 4LEAF has a proven track record of working with municipalities to provide expedited reviews with discounted pricing when applicable.
- 4LEAF assumes that these rates reflect the 2021-2022 contract period. 3% escalation for 2023 and 2024 is negotiable per market conditions.
- Overtime and Premium time will be charged as follows:
  - *Regular time (work begun after 5AM or before 4PM)* *1 x hourly rate*
  - *Nighttime (work begun after 4PM or before 5AM)* *1.125 x hourly rate*
  - *Overtime (over 8-hour M-F or Saturdays)* *1.5 x hourly rate*
  - *Overtime (over 8 hours Sat or 1<sup>st</sup> 8-hour Sun)* *2 x hourly rate*
  - *Overtime (over 8 hours Sun or Holidays)* *3 x hourly rate*
- Overtime will only be billed with prior authorization of the Director or other responsible designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys’ fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF’s liability will be limited to the value of services provided.



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## SECTION 7: REFERENCES



## SECTION 7: REFERENCES

City of Hemet

*Plan Review, Field Inspection and Permit Technician Services*

4LEAF provides plan review, field inspection and permit technician services as needed on an on-call basis during peak workloads or from an unforeseen absence of City personnel to the City of Hemet's Department of Building and Safety.



4LEAF performs a review of submittal documents (plans, specifications, engineering calculations, soils, investigation reports, etc.) to assess compliance with the regulations contained in the various building code applicable to City facilities by policy and law. For each plan check review 4LEAF develops a comprehensive "Building Code Plan Check Report" of items found at variance with applicable codes. This report is presented in letter and electronic format.



### Services provided by 4LEAF includes:

- Provide plan review, field inspection and permit technician services as needed on an on-call basis during peak workloads or from an unforeseen absence of City personnel.
- Performance of plan checking and inspection services in a diligent and professional manner in accordance with standard practice for such services.
- Performance of plan checking and inspection services at the Plan Checker's own office, at project sites, or in the City of Hemet offices as needed.
- Provide electronic plan review services as needed.
- Performing an independent evaluation of the applicant's estimate of value of construction project and immediately informing the Building Official or designee if there is a discrepancy between the applicant's estimate and the City's or industry standards and practices.
- Interfacing with permits applicants or their representatives to clarify plan check comments as required.
- Signing all approved plans as the "plans examiner of record" in accordance with standard Building Department practice.
- Meeting with City representatives and/or permit applicants or their representatives to review requirements of governing codes for projects in preliminary design or working drawing stages.
- Performing qualified building, combination and other trade inspections on an as needed, assigned or regular basis on residential, commercial and industrial projects and perform permit counter work as needed.
- Entering plan check comments and inspection results into the City's permitting software system.
- Provide all vehicles, fuel, maintenance, and other equipment necessary for inspectors to carry out their duties.
- Provide fixture counts on a City of Hemet provided form for all electrical, mechanical, and plumbing fixtures and advise the City of subsequent plan reviews would increase substantially the fixture count.
- Pick-up and delivery of plans from the City of Hemet offices on all business days the 8 City operates, not at an expense to the City of Hemet.

**Agency Name:** City of Hemet  
**Project Dates:** 2019 – Present  
**Client Contact:** Sara Retmier, CBO, Building Official  
**Client Telephone:** (951) 634-1575  
**Client Address:** 445 E. Florida Avenue, Hemet, CA 92543  
**Contact Email:** [SRetmier@CityofHemet.org](mailto:SRetmier@CityofHemet.org)



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



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



Personnel report to the local Building and Safety office and perform services from the opening to closing of the business day, or completion of assigned inspections, as directed by the County.

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

**Staffing requested by the County shall include:**

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

**Agency Name:** Los Angeles County Public Works  
**Project Dates:** 2019 – Present  
**Client Contact:** Justin Soo Hoo, P.E.  
**Client Telephone:** (626) 485-5100  
**Client Address:** 900 S. Fremont Ave., Alhambra, CA 91803  
**Contact Email:** [JSooHoo@DPW.LaCounty.gov](mailto:JSooHoo@DPW.LaCounty.gov)



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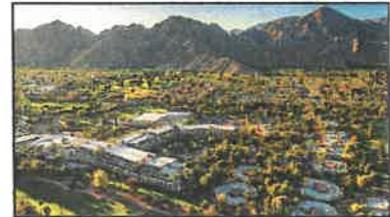
## City of Indian Wells

### *Building Plan Review, Building Inspection Permit Services*

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



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



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

#### Services include:

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

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



4LEAF is currently administering a complete Fire Prevention Bureau. We are providing on- and off-site plan review, annual, sprinkler, OSHPD, alarm, and state mandated inspections. 4LEAF presently staffs five positions including Fire Inspectors and a Fire Marshal and ensures that all project deadlines are delivered as per the City's contract.



**Scopes of work include but are not limited to:**

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

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

**Agency Name:** City of Victorville  
**Project Dates:** 2019 – Present  
**Client Contact:** Kevin Collins, C.B.O., C.F.M., Building and Fire Official  
**Client Telephone:** (760) 646-0131  
**Client Address:** 14343 Civic Drive, Victorville, CA 92393  
**Contact Email:** KCollins@VictorvilleCA.gov



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## SECTION 8: FORMS

### Small Business Concerns Information

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

- (1) Name: 4LEAF, Inc.
- (2) Address: 5140 Birch Street, Suite 200, Newport Beach, CA 92660
- (3) Phone No.: (949) 877-9432 Fax No.: (925) 462-5959
- (4) E-Mail: mjohnson@4leafincinc.com
- (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: will be obtain upon award of contract
- (7) Tax Identification Number: 94-3393574
- (8) Contractors License: State: \_\_\_\_\_ License No. : N/A Classification(s) \_\_\_\_\_
- (9) Names and Titles of all members of the firm:
- |                         |                       |
|-------------------------|-----------------------|
| <u>Kevin J. Duggan</u>  | <u>President</u>      |
| <u>Gene Barry, P.E.</u> | <u>Vice President</u> |
| <u>Bert Gross, P.E.</u> | <u>Vice President</u> |
- (10) Number of years as a contractor in construction work of the type: 21
- (11) Three (3) projects of this type recently completed:
- Type of project: On-call Plan Review, Building Inspection-and Permit Technician Services
- Contract Amount: ~50K Date Completed: on-going
- Owner: City of Hemet Phone: (951) 634-1575 - Sara Retmier, CBO
- Type of project: On-call Inspection Services
- Contract Amount: ~50K Date Completed: on-going
- Owner: Los Angeles County Public Works Phone: (626) 485-5100 - Justin Soo Hoo, P.E.
- Type of project: On-call Plan Review, Building Inspection-and Permit Technician Services
- Contract Amount: ~2M Date Completed: on-going
- Owner: City of Palo Alto Phone: (650) 329-2368 - George Hoyt, CBO
- (12) Person who inspected the site of the proposed work for your firm:
- Name: Various Inspectors Date of Inspection: on-going



# Certification Statement Local Vendor Preference

RFP

*Notarization Required*

I certify that my company meets all of the following qualifications to be eligible for the local vendor preference:

- (1). That *my company* maintains an office within the legally defined boundaries of the City of Rialto and have a majority of full time employees, chief officers, and managers regularly conducting work and business from these offices.
- (2). That *my company* has held a valid City of Rialto Business License for a consecutive period of at least two (2) years prior to the date for application for certification.

I make this certification with the full knowledge that should any information provided prove to be false, that *my company* could be excluded from bidding on City of Rialto requirements for a period of two (2) years.

Company Name: 4LEAF is not claiming local vendor preference

Address: \_\_\_\_\_

Type of Products or Services: \_\_\_\_\_

Business License Number: \_\_\_\_\_

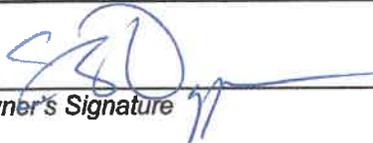
Phone Number: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Total number of employees ~275 Total number of employee that reside in the City \_\_\_\_\_

Pursuant to Chapter 2.47 of the Rialto, California Municipal Code, I consent to permit the City to reduce my original proposal amount, not to exceed five percent of the original proposal

#21-040 Plan Check and Building Inspection Services: Yes  No

  
Owner's Signature

Kevin J. Duggan  
Printed Name

To be completed by Authorized City of Rialto Representative:

Vendor Certified: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
DISCLOSURES REQUIRED BY PERSONS OR ENTITIES  
CONTRACTING WITH THE CITY OF RIALTO**

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Pursuant to City of Rialto Code of Ordinances Section 2.48.145, 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 Code of Ordinances Section 2.48.140 (attached here).

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
N/A	N/A	N/A

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.

Person/Entity: 4LEAF, Inc.

By: 

Name: Christy Manzeck

Title: Development Services Coordinator

**CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
PROPOSER SIGNATURE DECLARATION**

---

The undersigned hereby offers and agrees to furnish the goods and services in compliance with all the service level requirements, instructions, specifications, and any amendments contained in this RFP document and any written exceptions in the offer accepted by the City.

This proposal is genuine, and not sham or collusive, nor made in the interest or on behalf of any person not herein named; the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a sham proposal, or any other person, firm or corporation to refrain from submitting a proposal; and the Proposer has not in any manner sought by collusion to secure for themselves an advantage over any other Proposer.

Each proposal must be signed on behalf of the Proposer by an officer authorized to bind the Proposer to the proposal. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and I agree to the terms and conditions in this proposal.

4LEAF, Inc.  
Company Name

  
Signature of Authorized Person

5140 Birch Street, Second Floor  
Address

Kevin J. Duggan  
Printed Name

Newport Beach      CA      92660  
City                      State      Zip Code

President  
Title

Business license will be obtain upon award of contract  
City of Rialto                      License Number

April 14, 2021  
Date

The Proposer hereby acknowledges receipt of and agrees this submittal is based on the RFP and the following addenda. Failure to indicate receipt of addenda may result in the Proposer being rejected as non-responsive.

ADDENDUM # 1 DATED 4/8/2021      ADDENDUM # 3 DATED 4/9/2021

ADDENDUM # 2 DATED 4/9/2021      ADDENDUM # \_\_\_\_\_ DATED \_\_\_\_\_  
(If additional addenda are issued, attach a complete listing of these addenda when submitting this PROPOSAL.)

No PROPOSAL

In order to help us improve our internal processes and become a better customer, if you are not submitting a PROPOSAL, please state the reason(s) why and return this page to the Purchasing Manager.

\_\_\_\_\_  
\_\_\_\_\_

CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
STATEMENT OF REFERENCES

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List and describe fully the last four contracts performed by your firm which demonstrate your ability to complete the work included with the scope of the specifications. Attach additional pages if required. The City reserves the right to contact each of the references listed for additional information regarding your firm's qualifications.

**Reference No. 1**

Customer Name: Los Angeles County Public Works  
Contact Individual: Justin Soo Hoo, P.E. Phone No: (626) 485-5100  
Address: 900 S. Fremont Ave., Alhambra, CA 91803  
Contract Amount: ~\$50k Year: 2019 - Present (on-going)  
Description of work done: On-Call Building Inspection Services

**Reference No. 2**

Customer Name: City of Indian Wells  
Contact Individual: Craig DeGroot, CBO, Building Official Phone No: (760) 776-0230  
Address: 44-950 Eldorado Drive, Indian Wells, California 92210  
Contract Amount: ~\$45K Year: 2020 - Present (on-going)  
Description of work done: On-Call Plan Review Services

**Reference No. 3**

Customer Name: City of Hemet  
Contact Individual: Sara Retmier, CBO, Building Official Phone No: (951) 634-1575  
Address: 445 E. Florida Avenue, Hemet, CA 92543  
Contract Amount: ~\$50k Year: 2019 - Present (on-going)  
Description of work done: On-Call Plan Review, Building Inspection, and Permit Technician Services

**Reference No. 4**

Customer Name: City of Palo Alto  
Contact Individual: George Hoyt, CBO Phone No: (650) 329-2368  
Address: 285 Hamilton Avenue, Palo Alto, CA 94301  
Contract Amount: ~\$2M Year: 2007 - Present (on-going)  
Description of work done: Building Inspection, Permit Technician, and Plan Review Services

**Please list all City of Rialto projects completed with in the last five (5) years.**

Project Name: N/A  
Contact Individual: \_\_\_\_\_ Phone No: \_\_\_\_\_  
Project Location: \_\_\_\_\_  
Contract Amount: \_\_\_\_\_ Year: \_\_\_\_\_  
Description of work done: \_\_\_\_\_

**CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
PROPOSERS BACKGROUND INFORMATION**

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**Proposers Information**

**Proposer's Contact Name:** 4LEAF, Inc.  
Marcus Johnson

**Contact Title:** Director of Jurisdictional Services

**Mailing Address:** 2126 Rheem Drive  
Pleasanton, CA 94588

**Location of Business  
(if different from mailing address):** 5140 Birch Street, Second Floor  
Newport Beach, CA 92660

**Telephone Number:** Office - (949) 877-9432

**Pager Number:** Cell - (909) 996-0511

**24 Hour Tel. Number:** Cell - (909) 996-0511

**Fax Number:** (925) 462-5959

**E-Mail Address:** mjohnson@4leafinc.com

**Remittance Address:  
(if different from mailing address):** N/A

**Number of Years in Business:** 21

**Applicable State of California License #(s):** N/A

**Expiration Date(s):**

**Proposer's Dunn and Bradstreet  
'DUNNS' NUMBER:** 1000004552

CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
STATEMENT OF PROPOSER'S QUALIFICATIONS

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STATE OF CALIFORNIA, COUNTY OF Alameda

I am the of President of 4LEAF, Inc., the  
Proposer herein. I have read the foregoing statement and know the contents thereof; and I certify that the  
same is true of my own knowledge, except as to those matters which are therein stated upon my information or  
belief, and as to those matters I believe it to be true.

Executed on 4/14, 2021 at Pleasanton, California  
(date) (place)

I declare, under penalty of perjury, that the foregoing is true and correct.

  
\_\_\_\_\_  
Signature of Proposer

President, 4LEAF, Inc.  
Title

\_\_\_\_\_  
Signature of Proposer

\_\_\_\_\_  
Title

**CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
STATEMENT OF PROPOSER'S PAST CONTRACT DISQUALIFICATIONS**

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Pursuant to Section 10162 of the Public Contract Code the Proposer shall state whether such Proposer, any officer or employee of such Proposer who has a proprietary interest in such Proposer has ever been disqualified, removed, or otherwise prevented from proposing on, or completing a Federal, State or Local Government Project because of a violation of law or a safety regulation; and if so, explain the circumstances.

If the Proposer has had a contract terminated for default, all such incidents must be described. Termination for default is defined as notice to stop performance due to the Proposer's non-performance or poor performance and the issue was either no litigated; or litigated and such litigation determined the Proposer to be in default. Submit full details of all termination(s) for default experienced by the Proposer including the other party's name, address and telephone number. Present the Proposer's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the Proposer's proposal if the fact discovered indicates the completion of a contract resulting from the RFP may be jeopardized by selection of the Proposer.

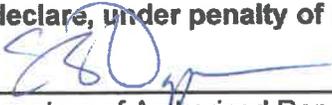
If no such termination for default has been experienced by the Proposer in the past five years, so indicate.

1. Do you have any disqualification, removal, etc., as described in the above paragraph to declare?  
Yes  No
2. If yes, explain the circumstances. Attach additional pages if necessary.

---

Executed on April 14, 2021 at Pleasanton, California.

**I declare, under penalty of perjury, that the foregoing is true and correct.**

  
\_\_\_\_\_  
Signature of Authorized Representative

Kevin J. Duggan  
Printed Name

President  
Title

4LEAF, Inc.  
Company Name

April, 14, 2021  
Date Signed

**CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
CERTIFICATION OF NON-DISCRIMINATION BY CONSULTANTS**

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As suppliers of goods or services to the City of Rialto, the firm listed certified that it does not discriminate in its employment with regard age, handicap, race, color, religion, sex, 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. Every bidder in violation of this section is subject to all penalties imposed for violation of Chapter 1 of Part VII, Division 2 of the Labor Code, in accordance with the provisions of Section 1753 thereof.

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.

  
\_\_\_\_\_  
Signature of Authorized Representative

**Kevin J. Duggan, President**  
\_\_\_\_\_  
Printed Name/Title

**4LEAF, Inc.**  
\_\_\_\_\_  
Company Name

**2126 Rheem Drive**  
\_\_\_\_\_  
Address

**Pleasanton, CA 94588**  
\_\_\_\_\_  
City, State, Zip Code

**April 14, 2021**  
\_\_\_\_\_  
Date Signed

Please include any additional information available regarding equal opportunity employment programs now in effect within your company.

CITY OF RIALTO  
REQUEST FOR PROPOSAL #21-040  
NON-COLLUSION AFFIDAVIT

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State of California )  
County of Alameda ) SS.

Kevin J. Duggan being first duly sworn, deposes and says that he or she President is of 4LEAF, Inc. the party making the foregoing proposal that such proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation; 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 any one else to put in 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 said proposer or of 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 said 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 thereto, or paid and will not pay any fee to any corporation, partnership, company association, organization, proposal depository or to any member or agent thereof, to effectuate a collusive or sham proposal."

April 14, 2021  
(Date)

County of Alameda, CA  
(Signed at (Place))

4LEAF, Inc.  
Proposer Name  
(Person, Firm, Corp.)

  
Authorized Representative

2126 Rheem Drive  
Address

Kevin J. Duggan  
Representative's Name

Pleasanton, CA 94588  
City, State, Zip Code

President  
Representatives' Title

