PALMDALE

a place to call home

CITY COUNCIL
SUCCESSOR AGENCY
CITY COUNCIL CHAMBER
38300 SIERRA HIGHWAY
SUITE B
PALMDALE, CA 93550
TUESDAY, AUGUST 4, 2026
5:00 PM
www.cityofpalmdaleca.gov

WELCOME

LEGISLATIVE BODY

ERIC OHLSEN, MAYOR
AUSTIN BISHOP, MAYOR PRO TEM
RICHARD J. LOA, COUNCILMEMBER
LAURA BETTENCOURT, COUNCILMEMBER
ANDREA ALARCÓN, COUNCILMEMBER

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Translation QR Code.
Translation QR Code.pdf

Americans with Disabilities Act (ADA) Accommodations
In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (661) 267-5151 at least 48 hours prior to the meeting.

Public Comment Information
Members of the public may speak for up to **two (2) minutes** on the Consent Calendar, Public Hearings, Appointments, New Business, and Closed Session items. To address

the Legislative Body on any agendized item, please complete a speaker card for the City Clerk and indicate the item you wish to speak on. Speaker cards are available in the foyer of the Council Chambers.

Please follow these guidelines to ensure the meeting runs smoothly:

- All comments must be respectful and courteous.
- Comments that are personal, threatening, obscene, insulting, or that attack others or berate differing viewpoints will not be allowed.
- Individuals who violate these rules or disrupt the meeting will be ruled out of order by the Chair and must immediately stop speaking.
- Disruptive individuals may be asked to leave the meeting.

1. **CALL MEETING TO ORDER**

Note: All City Council memberships are reflected in their City Council titles.

2. **ROLL CALL**
   MAYOR OHLSEN, MAYOR PRO TEM BISHOP, COUNCILMEMBERS LOA, BETTENCOURT, ALARCÓN

3. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

4. **NON-AGENDA PUBLIC COMMENTS - Now is the time for public participation.**

5. **CONSENT CALENDAR - Now is the time for public participation**

   All matters listed under the Consent Calendar will be enacted by one motion unless an item(s) is pulled by Council, in which case the item(s) will be removed from the Consent Calendar and will be considered separately following this portion of the Agenda.

   5.1 Waive full reading of the Resolution(s) and/or Ordinance(s) to be considered and voted on at this meeting. (This allows for reading the title only in lieu of reciting the entire text).

   5.2 Receive and File the Monthly and Quarterly Investment Reports for June 2026.
   SR Monthly and Quarterly Investment Report June 2026.docx
   Rpt. Monthly and Quarterly Investment Report June 2026.pdf

   5.3 Approve Second Amendment to agreements with Advanced Avant-Garde, Inc., and Townsend Public Affairs for comprehensive grant-related services, increasing each agreement amount by $102,000, for a not to exceed amount of $210,000 for Advanced Avant-Garde, Inc., and for a not to exceed amount of $228,000 for Townsend Public Affairs for a combined not to exceed total of $438,000, and

exercise the second option to extend both agreements through December 2027, completing the full three-year term.

SR Agrmt Nos. A-9035 Second Amendment with Advanced Avant-Garde, Inc., and A-9036 Second Amendment with Townsend Public Affairs.docx
Agrmt No. A-9035 Second Amendment with Advanced Avant-Garde Inc.pdf
Agrmt No. A-9035 First Amendment with Advanced Avant Garde, Inc.pdf
Agrmt No. A-9035 with Advanced Avant-Garde, Inc.pdf
Agrmt No. A-9036 Second Amendment with Townsend Public Affairs.pdf
Agrmt No. A-9036 First Amendment with Townsend Public Affairs.pdf
Agrmt No. A-9036 with Townsend Public Affairs.pdf

5.4 Adopt Resolution No. CC 2026-051, a Resolution of the City Council of the City of Palmdale authorizing the acceptance of federal grant funds from the Department of War's Office of local defense community cooperation for the Air Force Plant 42 Readiness Project.

SR Reso. No. CC 2026-051.docx
Reso CC 2026-051.docx

5.5 Adopt Resolution No. CC 2026-046, a Resolution of the City Council of the City of Palmdale, authorizing the execution of a restricted grant agreement with the California Department of Transportation for Palmdale Master Bike Plan through Fiscal Year 2026-27 Sustainable Transportation Planning Grant.

SR Reso. No. CC 2026-046.docx
Reso. No. CC 2026-046.docx
Caltrans Award Letter 05-29-2026.pdf
Existing and Planned Bicycle Network (Fig 6.11).pdf

5.6 Approve Agreements with Bureau Veritas North America Inc., BPR Consulting Group, and Interwest Consulting Group for as-needed plan check and staffing services each in an amount not to exceed $750,000 for a combined total of $2,250,000, and each for two-year terms with the option to extend for three additional one-year terms.

SR Agrmts Nos. A-9964 with Bureau Veritas North America Inc, A-9965 with BPR Consulting Group, and A-9966 with Interwest Consulting Group.docx
Agrmt No. A-9964 with Bureau Veritas North America, Inc.pdf
Proposal Bureau Veritas North America, Inc.pdf
Cost Estimate Bureau Veritas North America, Inc.pdf
Agrmt No. A-9965 with BPR Consulting Group.pdf
Proposal BPR Consulting Group.pdf
Cost Estimate BPR Consulting Group.pdf
Agrmt No. A-9966 with Interwest Consulting Group.pdf
Proposal Interwest Consulting Group.pdf
Cost Estimate Interwest Consulting Group.pdf

5.7 Adopt Resolution No. CC 2026-050, a Resolution of the City Council of the City of Palmdale, approving an Integrated Resource Plan for the Energy for Palmdale's

Independent Choice Community Choice Aggregation Program.
SR Reso. No. CC 2026-050.docx
Reso. No. CC 2026-050.docx
EPIC 2026 Integrated Resource Plan.docx

5.8 Approve Agreement with Dash Construction Company, Inc., for wrought iron fencing replacement services for a total not to exceed amount of $177,962 for a term of 180 working days from the date of the Notice to Proceed.
SR Agrmt No. A-9718 with Dash Construction Company.docx
Agrmt No. A-9718 with Dash Construction Company.pdf
Bid Schedule.pdf

5.9 Approve Requisition with AAA Oils, Inc., dba California Fuels and Lubricants for diesel and unleaded fuel, motor oil, and lubricants for a total not to exceed amount of $525,000 for Fiscal Year 2026-27.
SR Req. No. 270110 with AAA Oils Inc. dba California Fuels and Lubricants.docx
Req. No. 270110 with AAA Oils, Inc. dba California Fuels and Lubricants.pdf

5.10 Approve the minutes from the previous meeting.
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6. **PUBLIC HEARING - Now is the time for public participation. Each public hearing will have its own public testimony.**

6.1 Adopt Resolutions No. CC 2026-049, a Resolution of the City Council of the City of Palmdale restating in its entirety the City of Palmdale Master schedule of fees and penalties and repealing all prior enactments inconsistent with this Resolution.
SR Reso. No. CC 2026-049 Master Schedule of Fees and Penalties.docx
Reso No. CC 2026-049 Master Schedule of Fees and Penalties.docx
Atch FY 2026-27 Proposed Master Schedule of Fees and Penalties.pdf

7. **NEW BUSINESS**

7.1 Adopt Resolution No. CC 2026-045, a Resolution of the City Council of the City of Palmdale to delay the Phased Implementation of the Transactions and Use Tax Increase Authorized by AB 2443 and Enacted by Measure PD.
SR Reso. No. CC 2026-045.docx
Reso. No. CC 2026-045.docx

8. **CITY MANAGER'S REPORT**

9. **COUNCIL REPORTS, ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

9.1 Discussion on oversight procedures for the City Manager position regarding authority to approve purchases and contracts.

9.2 Discussion of oversight procedures for the City Attorney position regarding billing statements and task assignments.

9.3 Discussion regarding the installation of life-saving automated external defibrillators (AED's) at City facilities.

10. **CLOSED SESSION - Now is the time for public participation.**

PRESENTATION BY CITY ATTORNEY

10.1 CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
Initiation of litigation: (1 case)
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, paragraph (4) of subdivision (d).

10.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Kristen Sheils v. City of Palmdale, et al.
Los Angeles Superior Court 25STCV05268
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, subdivision (d)(1).

10.3 CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Salvador Mendez, City Manager, Linda Daube, Special Counsel, Janelle Samson, Deputy City Manager, and Yvette Barrios, Director of Human Resources
Employee organization: Teamsters Local 986
This closed session is being held pursuant to the authority of California Government Code Section 54957.6.

11. **ANNOUNCEMENT BY CITY ATTORNEY**

12. **ADJOURN** meeting to August 18, 2026, at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

https://attend.wordly.ai/join/SLOR-7400

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **RECEIVE AND FILE THE MONTHLY AND QUARTERLY INVESTMENT ACTIVITY REPORTS FOR JUNE 2026**

RECOMMENDATION

Staff recommend that the City Council:

1. Receive and file the June 2026 monthly and quarterly investment activity reports for the City of Palmdale and Successor Agency.

BACKGROUND

In accordance with Section 16 of the City and Successor Agency Investment Policy, the City Treasurer is required to prepare and present monthly and quarterly investment reports to the City Manager/Executive Director and the City Council/Board of Directors. These reports include detailed information on each investment, including the investment type, issuer name, purchase date, maturity date, amount invested, and interest rate. Reporting covers all pooled investments of the City and Successor Agency, as well as Certificates of Participation, Revenue Bonds, Tax Allocation Bonds, Assessment Districts, and Community Facilities District accounts managed by external fiscal agents.

The monthly and quarterly investment reports provide an overview of the City and Successor Agency's investment activity and portfolio performance. They summarize total assets, portfolio allocations, average maturities, yields, and book values. The interest rates presented reflect the most current rates available as of the report date.

Market values for pooled City and Successor Agency investments are based on closing prices as of the report date. Pricing information is obtained from reputable sources, including the Wall Street Journal, Bloomberg Financial Markets, Capital Market Finance publications, and other reliable market data providers.

DISCUSSION

Compliance with Investment Policy

As of June, the City's total investment portfolio was valued at $356,195,610, reflecting an increase of $17,982,924 from the prior month and an increase of $34,912,657 compared to the same period last year. The month-over-month increase is attributable to interest earned and new investment purchases during the month.

The Successor Agency's portfolio had a par value of $9,880,244 as of June, representing a decrease of $4,758,659 from the previous month. The decrease is primarily attributed to the year-end settlement of interfund balances between the Successor Agency and the General Fund.

All investments are in full compliance with Section 8 of the City's Investment Policy. The portfolios consist of a diversified mix of authorized investment instruments, including Certificates of Deposit, Corporate Notes, U.S. Treasury Securities, and Government Agency Securities, each maintained within established portfolio percentage limits.

The Finance Division serves as custodian of the City and Successor Agency investment portfolios and adheres to the three primary objectives outlined in the Investment Policy:

- Safeguard principal by investing in financial instruments that mitigate the risk of market-related losses;
- Maintain sufficient liquidity to meet anticipated cash flow needs; and
- Achieve a competitive market rate of return consistent with policy constraints.

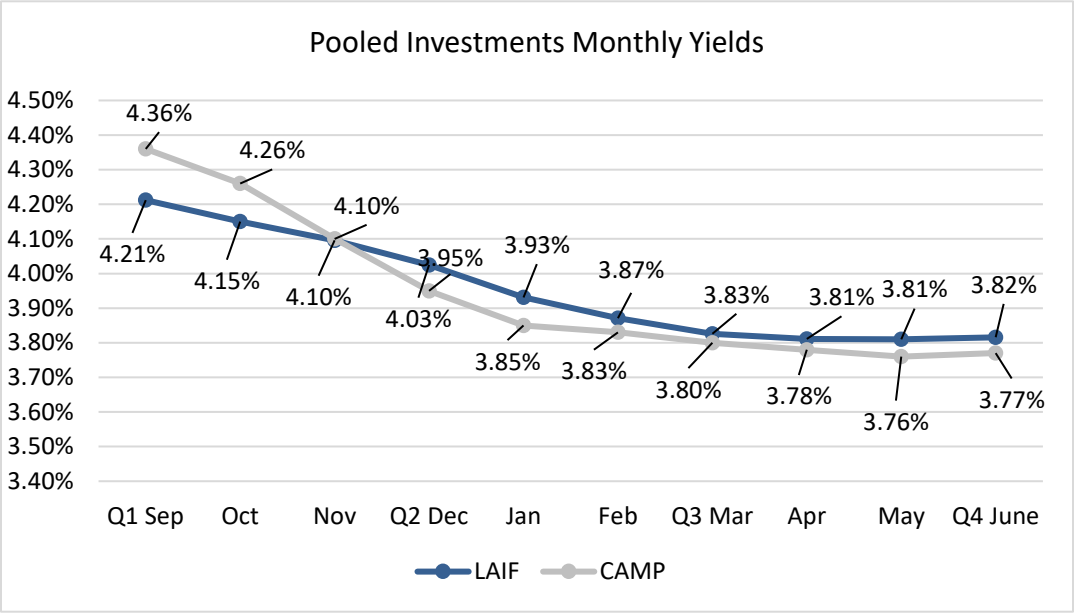
Liquidity

Maintaining adequate liquidity to support operational requirements remains a key priority of the Finance Division. To support this objective, the City and Successor Agency invest in two pooled funds: the Local Agency Investment Fund (LAIF) and the California Asset Management Program (CAMP). These funds are designed to support daily operational needs and provide flexibility during periods of economic uncertainty. Their high liquidity ensures that both entities can meet ongoing cash flow demands.

At the end of June, the City's LAIF balance totaled $138,075,321, an increase of $10,000,000 from the prior month due to deposits made from General Fund. The Successor Agency's LAIF balance was $4,067,226, no changes from the prior month.

The City's CAMP balance at the end of June was $55,117,148, compared to $54,946,995 in May. The increase is due to interest earned during the month.

The interest rates presented reflect the most current rates available as of the date of this report. As of June 30, 2026, LAIF and CAMP were earning 3.816 percent and 3.77 percent, respectively. At the end of May, the rates were 3.810 percent for LAIF and 3.76 percent for CAMP. One year ago, LAIF and CAMP rates were 4.269 percent and 4.40 percent, respectively.



The chart above shows the LAIF and CAMP average monthly yields from September 2025 through June 2026. Both investment pools experienced a gradual decline in yields during this period, reflecting the overall interest rate environment. CAMP initially provided higher yields than LAIF; however, beginning around December 2025, LAIF yields slightly exceeded CAMP yields and remained relatively more stable through June 2026. CAMP, on the other hand, appeared more sensitive to market fluctuations during this period.

<u>Diversity</u>

The Finance Division seeks to maintain a well-diversified investment portfolio in order to minimize exposure to risks associated with any single security type or financial institution.

The City and Successor Agency portfolios remain appropriately diversified in accordance with the Investment Policy. The accompanying monthly reports detail all investments held by both entities, including current book values as of June 30, 2026.

Based on current projections, both the City and the Successor Agency have sufficient funds to meet anticipated expenditure requirements over the next six months. The

Finance Division will continue to closely monitor economic conditions and assess their potential impact on interest rates and overall portfolio performance.

Attached are summaries of the investments in the City and Successor Agency's books as of June 30, 2026.

FISCAL IMPACT

$0; There is no fiscal impact associated with the recommended action for this report.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

B. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

C. Involve and expand engagement to enhance public oversight and transparency.

Prepared by:	Janelle Samson, Deputy City Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Rpt. Monthly and Quarterly Investment Report June 2026

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

CITY OF PALMDALE INVESTMENTS

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
U.S. TREASURY SECURITIES				Yield			
01-03-24	12-31-26	CITY	912828YX2 U.S. Treasury Note	0.04	$ 5,000,000.00	$ 4,696,880.23	$ 4,848,850.00
01-03-24	06-30-27	CITY	91282CEW7 U.S. Treasury Note	0.04	5,000,000.00	4,897,630.28	4,954,900.00
01-03-24	09-30-27	CITY	91282CFM8 U.S. Treasury Note	0.04	2,500,000.00	2,523,771.66	2,522,450.00
12-18-24	09-30-29	CITY	91282CFL0 U.S. Treasury Note	0.39	5,000,000.00	4,977,094.45	5,022,250.00
12-18-24	10-31-29	CITY	91282CFT3 U.S. Treasury Note	0.40	5,000,000.00	4,988,321.47	5,047,050.00
12-18-24	11-30-29	CITY	91282CFY2 U.S. Treasury Note	0.39	5,000,000.00	4,942,086.29	5,021,300.00
01-02-25	12-31-29	CITY	91282CGB1 U.S. Treasury Note	0.39	3,000,000.00	2,949,835.02	3,012,300.00
11-17-25	09-30-30	CITY	91282CPA3 U.S. Treasury Note	3.63	3,000,000.00	3,015,470.91	3,001,130.25
01-23-26	06-30-29	CITY	91282CEV9 US Treasury Note	3.25	1,000,000.00	985,312.50	985,312.50
01-23-26	02-28-30	CITY	91282CGQ8 US Treasury Note	4.00	1,000,000.00	1,008,750.00	1,008,750.00
01-23-26	12-31-30	CITY	91282CJQ5 US Treasury Note	3.75	1,000,000.00	995,937.50	995,937.50
03-05-26	11-15-28	CITY	91282CPK1 US Treasury Note	3.50	2,000,000.00	1,997,812.50	1,997,812.50
03-16-26	04-15-28	CITY	91282CMW8 US Treasury Note	3.75	2,000,000.00	2,001,875.00	2,001,875.00
05-05-26	05-15-28	CITY	91282CND9 U.S. Treasury Note	3.75	2,000,000.00	1,993,750.00	1,993,750.00
05-05-26	10-15-28	CITY	91282CPC9 U.S. Treasury Note	3.50	2,000,000.00	1,980,312.50	1,980,312.50
06-17-26	01-31-28	CITY	91282CGH8 U.S. Treasury Note	3.50	2,000,000.00	1,984,375.00	1,984,375.00
06-23-26	11-30-27	CITY	91282CFZ9 U.S. Treasury Note	3.88	3,000,000.00	2,988,750.00	2,988,750.00
			TOTAL U.S. TREASURY SECURITIES		$ 49,500,000.00	$ 48,927,965.31	$ 49,367,105.25
GOVERNMENT AGENCY PAPER							
12-21-21	12-22-26	CITY	3133ENJC5 Federal Farm Credit	1.29	5,000,000.00	5,000,000.00	4,814,666.55
06-24-22	02-26-27	CITY	3130AL5A8 Federal Home Loan Note	3.33	5,000,000.00	4,479,000.00	4,758,477.85
08-17-22	10-27-26	CITY	3134GW4C7 Freddie Mac	0.80	5,000,000.00	4,539,500.00	4,800,207.95
01-06-23	02-25-27	CITY	3130AQRH8 Federal Home Loan Note	4.38	5,000,000.00	4,590,638.89	4,843,987.40
01-06-23	04-19-27	CITY	3130ARHJ3 Federal Home Loan Note	4.38	5,000,000.00	4,801,354.86	4,925,508.20
08-08-24	08-14-29	CITY	3134HADY6 Freddie Mac Domestic	4.00	4,000,000.00	3,946,000.00	3,971,348.28
12-03-24	12-04-29	CITY	3130B3XP3 Federal Home Loan	4.50	1,000,000.00	1,000,000.00	998,973.31
12-04-24	12-02-27	CITY	3133ERE23 Federal Farm Credit	4.32	1,000,000.00	1,000,000.00	1,003,072.14
01-27-25	07-27-27	CITY	3130B4RC7 Federal Home Loan Bank	4.50	3,000,000.00	3,000,000.00	3,019,381.53
01-28-25	07-21-27	CITY	3130B4QA2 Federal Home Loan Bank	4.55	3,000,000.00	3,000,000.00	3,003,732.24
06-27-25	04-30-29	CITY	3136GAGW3 Fannie Mae	4.75	5,000,000.00	5,000,000.00	4,993,056.90
09-08-25	10-08-27	CITY	3135G05Y5 Fannie Mae NTS	3.31	2,000,000.00	1,897,625.25	1,897,625.25
09-17-25	09-15-28	CITY	3133ETXV4 Federal Farm Credit Bond	3.83	1,400,000.00	1,402,403.14	1,400,000.00
11-17-25	11-06-30	CITY	3130B8BF8 Federal Home Loan	3.95	830,000.00	833,082.01	832,080.25
01-06-26	06-26-30	CITY	3133ET5K9 Federal Farm Credit Bank	4.07	3,000,000.00	2,998,500.00	2,998,500.00
01-06-26	01-06-31	CITY	3136GCCY9 Fannie Mae	4.00	4,000,000.00	4,000,000.00	4,000,000.00
03-05-26	03-05-29	CITY	3133EWFX3 Federal Farm Credit	3.70	2,000,000.00	1,997,000.00	1,997,000.00
03-10-26	09-10-29	CITY	3130B9RD4 Federal Home Loan	4.00	2,000,000.00	2,000,000.00	2,000,000.00
03-10-26	03-10-31	CITY	3134HCXZ7 Freddie Mac	3.70	2,000,000.00	1,988,000.00	1,988,000.00
03-17-26	03-14-28	CITY	3130B9WM8 Federal Home Loan	4.00	2,500,000.00	2,500,000.00	2,500,000.00
03-31-26	02-26-29	CITY	3134HCE96 Freddie Mac	4.21	1,500,000.00	1,500,000.00	1,500,000.00
04-14-26	04-14-31	CITY	3130BA4X2 Federal Home Loan	4.75	1,520,000.00	1,520,000.00	1,520,000.00
04-22-26	04-30-29	CITY	3133EWMX5 Federal Farm Credit	4.03	2,000,000.00	2,000,000.00	2,000,000.00
04-30-26	04-23-31	CITY	3130BAGD3 Federal Home Loan	4.20	2,000,000.00	2,000,000.00	2,000,000.00
05-12-26	11-12-30	CITY	3133EWPC8 Federal Farm Credit	4.30	2,000,000.00	2,000,000.00	2,000,000.00
05-28-26	05-25-29	CITY	3134HCV48 Freddie Mac	4.25	2,000,000.00	2,000,000.00	2,000,000.00
06-16-26	12-15-28	CITY	3130BAW52 Federal Home Loan	4.32	1,890,000.00	1,890,000.00	1,890,000.00
06-24-26	06-15-29	CITY	3130BBAN5 Federal Home Loan	4.50	2,000,000.00	2,000,000.00	2,000,000.00
06-30-26	12-21-28	CITY	3130BB6W0 Federal Home Loan	4.35	2,000,000.00	2,000,000.00	2,000,000.00
			TOTAL GOVERNMENT AGENCY PAPER		$ 78,640,000.00	$ 76,883,104.15	$ 77,655,617.85

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
CERTIFICATES OF DEPOSIT							
01-04-24	12-28-28	CITY	09582YAV4 Blue Ridge Bank	4.09	240,000.00	240,948.00	241,135.20
06-13-24	06-13-29	CITY	89235MPP0 Toyota Financial SGS	4.65	245,000.00	245,000.00	250,250.86
01-14-26	01-14-31	CITY	46659CSR2 JP Morgan Chase Bank NA	4.00	250,000.00	250,000.00	250,000.00
02-13-26	02-14-28	CITY	178180HL2 City National Bank Beverly Hills	3.85	250,000.00	250,000.00	250,000.00
02-20-26	02-20-29	CITY	33622PAP8 First Security Bank	3.90	250,000.00	250,000.00	250,000.00
03-05-26	02-25-30	CITY	61778EQC8 Morgan Stanley	3.95	250,000.00	250,000.00	250,000.00
03-11-26	03-12-29	CITY	61776N2D4 Morgan Stanley	3.80	250,000.00	250,000.00	250,000.00
06-10-26	06-12-28	CITY	65504UAM9 Noble Federal Credit	4.10	250,000.00	250,000.00	250,000.00
06-16-26	12-30-27	CITY	77357DAN8 Rockland Federal Credion Union	4.25	250,000.00	250,000.00	250,000.00
06-18-26	06-20-28	CITY	949764XV1 Wells Fargo Bank	4.20	250,000.00	250,000.00	250,000.00
06-18-26	12-18-28	CITY	05612LLE0 BMW Bank of North America	4.25	250,000.00	250,000.00	250,000.00
06-18-26	06-18-29	CITY	53229WAE3 Lighthouse Credit Union	4.40	250,000.00	250,000.00	250,000.00
06-30-26	06-30-29	CITY	17290G5W3 Citi Bank NA	4.50	250,000.00	250,000.00	250,000.00
			TOTAL CERTIFICATES OF DEPOSIT		$ 3,235,000.00	$ 3,235,948.00	$ 3,241,386.06
CORPORATE BONDS							
01-04-24	07-27-26	CITY	61761J3R8 Morgan Stanley	4.70	$ 500,000.00	$ 481,185.25	$ 493,730.00
01-04-24	03-02-28	CITY	718172CE7 Philip Morris Intl Inc	4.49	500,000.00	474,395.25	487,000.00
01-04-24	04-01-27	CITY	808513BW4 Charles Schaw Corp	4.68	500,000.00	479,390.25	492,985.00
01-09-24	07-09-27	CITY	22550L2K6 Crdit Suisse New York	4.92	500,000.00	500,910.25	507,650.00
01-09-24	08-15-28	CITY	797440CE2 San Diego G & E	4.49	500,000.00	509,340.25	510,425.00
01-09-24	07-01-27	CITY	75973QAA5 Reneissance Financial	5.01	500,000.00	475,470.25	492,385.00
08-27-24	02-01-29	CITY	06406RBN6 Bank of NY Mellon Corp	4.20	656,000.00	663,116.29	660,965.92
08-27-25	07-26-29	CITY	06406RBK2 Bank of Melon Corp	4.09	1,000,000.00	1,021,952.92	1,021,952.92
08-27-25	08-09-29	CITY	89236TMK8 Toyota Motor Crdt Corp	4.03	500,000.00	510,587.75	510,587.75
08-27-25	05-13-30	CITY	91324PDX7 United Health Group Inc	4.15	1,000,000.00	914,211.92	914,211.92
01-06-26	11-15-30	CITY	30303MAB8 Meta Platforms Inc Global	4.20	1,500,000.00	1,510,500.00	1,510,500.00
01-06-26	05-06-30	CITY	46647PBD7 JPMorgan Chase & Co	3.70	1,500,000.00	1,482,990.00	1,482,990.00
01-23-26	04-13-29	CITY	023135CG9 Amazon.com Inc	3.45	1,000,000.00	988,500.00	988,500.00
01-23-26	01-23-30	CITY	6174468G7 Morgan Stanley MTN	4.43	1,000,000.00	1,007,000.00	1,007,000.00
01-23-26	01-10-31	CITY	89236TPH2 Toyota Motor Credit Corp	4.20	1,000,000.00	998,300.00	998,300.00
02-12-26	02-12-31	CITY	95004HBB3 Wells Fargo Bank	4.15	2,000,000.00	2,000,000.00	2,000,000.00
02-23-26	02-23-29	CITY	06055JQF9 Bank of America Corp	4.05	2,000,000.00	2,000,000.00	2,000,000.00
03-05-26	11-20-30	CITY	023135CT1 Amazon.com Inc Global	4.10	1,500,000.00	1,510,500.00	1,510,500.00
03-05-26	02-15-31	CITY	02079KBK2 Alphabet Inc Global	4.10	1,000,000.00	1,006,000.00	1,006,000.00
03-05-26	03-21-29	CITY	59217GEZ8 Met Life Glob Funding	3.30	1,500,000.00	1,468,500.00	1,468,500.00
03-12-26	03-12-31	CITY	38151GAJ0 Goldman Sachs Bank	4.10	2,000,000.00	2,000,000.00	2,000,000.00
03-16-26	03-13-31	CITY	023135DD5 Amazon.com Inc Global	4.25	1,500,000.00	1,495,155.00	1,495,155.00
03-16-26	03-13-29	CITY	89236TPQ2 Toyota Motor Credit	4.05	1,000,000.00	997,600.00	997,600.00
04-23-26	05-07-30	CITY	57629TBX4 Massmutual Global	4.55	1,500,000.00	1,507,200.00	1,507,200.00
04-23-26	07-25-28	CITY	64952WFP3 New York Life Global	4.15	1,500,000.00	1,501,050.00	1,501,050.00
05-12-26	05-12-31	CITY	46660NBS1 JP Morgan Chase	4.88	2,000,000.00	2,000,000.00	2,000,000.00
06-23-26	06-15-29	CITY	67066GAQ7 Nvidia Corp	4.35	3,000,000.00	2,990,700.00	2,990,700.00
			TOTAL CORPORATE BONDS		$ 32,656,000.00	$ 32,494,555.38	$ 32,555,888.51
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
09-01-84	n/a	CITY	98-19-620	3.83	$ 72,373,759.29	$ 72,373,759.29	$ 72,373,759.29
9-19-2024	n/a	PFA	40-19-078	3.83	36,500,000.00	36,500,000.00	51,001,040.71
9-28-2021	n/a	ARPA	19-19-004	3.83	14,700,521.41	14,700,521.41	14,700,521.41
			TOTAL LAIF ACCOUNTS		$ 123,574,280.70	$ 123,574,280.70	$ 138,075,321.41
CAMP- CALIFORNIA ASSET MANAGEMENT PROGRAM							
6080-01	n/a	CITY	6080-01	3.77%	$ 55,117,147.55	$ 55,117,147.55	$ 55,117,147.55
			TOTAL CAMP ACCOUNTS		$ 55,117,147.55	$ 55,117,147.55	$ 55,117,147.55

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
UBS FINANCIAL SERVICES							
n/a	n/a	CITY		0.00	$ 183,143.48	$ 183,143.48	$ 183,143.48
			TOTAL UBS FINANCIAL SERVICES ACCOUNTS		$ 183,143.48	$ 183,143.48	$ 183,143.48
			TOTAL CITY INVESTMENTS		$ 342,905,571.73	$ 340,416,144.57	$ 356,195,610.11
			LIBRARY INVESTMENTS				
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
11-20-84	n/a	LIBRARY	16-19-012	3.83			$ 14,368.06
			TOTAL LIBRARY INVESTMENTS				$ 14,368.06
			FISCAL AGENT CASH				
SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
05-10-95	n/a	BOND	95421220	0.35			$ 124.93
05-10-95	n/a	IMPROVEMENT	95421222	0.10			181,572.95
			TOTAL SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1				$ 181,697.88
BOND PROCEEDS							
RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
04-06-95	n/a	RESERVE-SEN	95420880	n/a			$ -
04-06-95	n/a	IMPV-ACQUI	95420884	0.01			-
04-06-95	n/a	BOND	95420887	0.15			0.15
			TOTAL RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1				$ 0.15
BOND PROCEEDS							
ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
08-01-19	n/a	SP TAX - B BOND	242969000	0.00			$ 111.07
08-01-19	n/a	RESERVE	242969003	0.00			722,959.79
08-01-19	n/a	SP TAX - REFNDING BOND	242969004	0.01			15,152.33
			TOTAL ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1				$ 738,223.19
BOND PROCEEDS							
2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
	n/a	SPEC TRB SER A/B	251009000	0.01			$ 11,525.96
	n/a	RESERVE FUND	251009001	0.01			645,670.14
			TOTAL 2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021				$ 657,196.10

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
BOND PROCEEDS							
2006-1 GODDE HILL ESTATE SEWER IMPROVEMENTS LOIB							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
11-08-06	n/a	REDEMPTION FUND	106844000	0.01			$ 16,995.77
11-08-06	n/a	ADM EXP	106844002	0.01			1,868.42
11-08-06	n/a	RESERVE FUND	106844003	0.01			81,381.65
			TOTAL 2006-1 GODDE HILL ESTATE SEWER IMPROVEMENTS LOIB				$ 100,245.84
2015 HA DEBT SERVICE RESERVE							
Fiscal Agent: Bank of America							
11-19-15	n/a	DEBT SVC RESERVE	1257964992	0.08			$ 41,341.28
			TOTAL 2015 HA DEBT SERVICE RESERVE				$ 41,341.28
PARS RESTRICTED CASH FOR PENSION STABILIZATION TRUST FUND							
05-23-18	n/a	CITY	104790895775 Pub. Agency Retirement Svcs.	2.60			$ 13,923,186.41
			TOTAL PARS PENSION TRUST FUND				$ 13,923,186.41
BOND PROCEEDS							
2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
09-03-15	n/a	BOND FUND	277067000	0.00			$ 29,509.18
09-03-15	n/a	INTEREST ACCT	277067001	0.01			20.97
09-03-15	n/a	BOND RESERVE	277067003	0.00			281,016.19
09-03-15	n/a	REPAIR & REPLACE FUND	277067004	0.00			1,478,759.64
			TOTAL 2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS				$ 1,789,305.98
BOND PROCEEDS							
2017 PFA $17.4M LEASE REVENUE BONDS							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
04-05-17	n/a	REVENUE FUND	271128000	0.00			$ 0.56
04-05-17	n/a	REVENUE REFUNDING BOND	271128001	n/a			0.09
04-05-17	n/a	REVENUE REFUNDING BOND	271128002				0.31
			TOTAL 2017 PFA $17.4M LEASE REVENUE BONDS				$ 0.96
BOND PROCEEDS							
2023 A&B SERIES ACQUISITION & CONSTRUCTION REVENUE BOND PFA							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
11-30-23	n/a	REVENUE FUND	248041000				$ 11.25
11-30-23	n/a	INTEREST	248041001				387,456.12
11-30-23	n/a	PRINCIPAL	248041002				0.80
11-30-23	n/a	REVENUE FUND	248041004				13.54
11-30-23	n/a	INTEREST	248041007				0.18
11-30-23	n/a	REVENUE FUND	248041008				4,800,540.79
			TOTAL 2023 A&B SERIES B ACQUISITION & CONSTRUCTION REV BOND				$ 5,188,022.68
			GRAND TOTAL - FISCAL AGENT CASH				$ 22,619,220.47

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
			SUMMARY OF CASH AND INVESTMENTS				
Cash on Hand							$ 11,783,131
Pooled Cash Investments							
City:				344,008,013			
Insur Fund:				12,187,597			$ 356,195,610
Library Investments							14,368
Subtotal							$ 367,993,109
City/AD/CFD/PCA/PFA/HA Fiscal Agent Cash							$ 22,619,220
Grand total							$ 390,612,329

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

POOLED CASH - LOCAL AGENCY INVESTMENT FUND (LAIF), CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP), & UBS FINANCIAL SERVICES

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - CITY ACCOUNT 98-19-620				
Beginning Balance				$ 72,373,759.29
Subtotal	$ -	$ -	$ -	72,373,759.29
LAIF - PFA ACCOUNT 40-19-078				
Beginning Balance				$ 41,001,040.71
06-05-26	$ 10,000,000.00			
Subtotal	$ 10,000,000.00	$ -	$ -	$ 51,001,040.71
LAIF - LIBRARY ACCOUNT 16-19-012				
Beginning Balance				$ 14,368.06
Subtotal	$ -	$ -	$ -	$ 14,368.06
LAIF - ARPA ACCOUNT 19-19-004				
Beginning Balance				$ 14,700,521.41
Subtotal	$ -	$ -	$ -	$ 14,700,521.41
CAMP				
Beginning Balance				$ 54,946,994.93
06-30-26			$ 170,152.62	
Subtotal	$ -	$ -	$ 170,152.62	$ 55,117,147.55
UBS Financial Services				
Beginning Balance				$ 0.29
06-30-26			$ 425,089.86	
06-30-26	$ 7,480,000.00			
06-30-26		$ (7,721,946.67)		
Subtotal	$ 7,480,000.00	$ (7,721,946.67)	$ 425,089.86	$ 183,143.48
Total	$ 17,480,000.00	$ (7,721,946.67)	$ 595,242.48	$ 193,389,980.50

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

POOLED CASH - INVESTMENTS MATURED OR CALLED

TN = US Treasury
FP = Federal Paper
CD = Certificate of Deposit
C = Call
M = Maturity
CB = Corporate Bonds

ISSUER	PURCHASE DATE	MATURITY DATE		FACE VALUE REDEEMED	INTEREST RECEIVED	NET FUNDS	INVESTED AMOUNT	GAIN/ (LOSS)
91282CHH7 U.S. Treasury Note	01-08-24	06-15-26	TN	$ 5,000,000.00	$ 103,125.00	$ 5,103,125.00	$ 5,006,000.00	$ (6,000.00)
05580A4Y7 BMW Bank of NA	01-04-24	06-15-26	CD	240,000.00	5,564.71	$ 245,564.71	241,276.80	$ (1,276.80)
38150VUZ0 Goldman Sachs Bank	06-11-24	06-11-26	CD	245,000.00	6,169.30	$ 251,169.30	247,179.52	$ (2,179.52)
34520LBC6 Forbright Bank	06-14-24	06-15-26	CD	245,000.00	6,203.20	$ 251,203.20	247,279.55	$ (2,279.55)
307811KA6 Farmers & Merchs Bank	06-14-24	06-14-26	CD	245,000.00	1,040.41	$ 246,040.41	246,517.02	$ (1,517.02)
8562855V9 State Bank of India	06-17-24	06-17-26	CD	245,000.00	6,230.38	$ 251,230.38	247,345.31	$ (2,345.31)
06051XER9 Bank of America NA	06-20-24	06-22-26	CD	245,000.00	67.79	$ 245,067.79	247,339.38	$ (2,339.38)
35634MAE1 Freedom Bank/Maywood NJ	06-21-24	06-22-26	CD	245,000.00	6,203.20	$ 251,203.20	247,339.60	$ (2,339.60)
46625HRS1 JPMorgan Chase & CO	01-04-24	06-15-26	CB	500,000.00	8,000.00	$ 508,000.00	495,185.00	$ 4,815.00
11271LAA0 Brookfield Fin Inc	01-09-24	06-02-26	CB	500,000.00	10,625.00	$ 510,625.00	498,735.00	$ 1,265.00
				$ 7,710,000.00	$ 153,228.99	$ 7,863,228.99	$ 7,724,197.18	$ (14,197.18)

Total Number of Transactions:

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
JUNE 30, 2026

POOLED CASH - INVESTMENTS PURCHASED

TN = US Treasury
FP = Federal Paper
CD = Certificate of Deposit
CB = Corporate Bonds

ISSUER	PURCHASE DATE	MATURITY DATE		FACE VALUE	PREMIUM / (DISCOUNT)	PURCHASE PRICE	ACCRUED INTEREST PURCHASED	NET PURCHASE	Yield
65504UAM9 Noble Federal Credit Union	06-10-26	06-12-28	CD	$ 250,000.00	-	$ 250,000.00		$ 250,000.00	4.10
77357DAN8 Rockland Federal Credion Union	06-16-26	12-30-27	CD	250,000.00	-	250,000.00		250,000.00	4.25
3130BAW52 Federal Home Loan	06-16-26	12-15-28	FP	1,890,000.00	-	1,890,000.00		1,890,000.00	4.32
91282CGH8 U.S. Treasury Note	06-17-26	01-31-28	TN	2,000,000.00	15,625.00	1,984,375.00	26,491.71	2,010,866.71	3.50
949764XV1 Wells Fargo Bank	06-18-26	06-20-28	CD	250,000.00	-	250,000.00		250,000.00	4.20
05612LLE0 BMW Bank of North America	06-18-26	12-18-28	CD	250,000.00	-	250,000.00		250,000.00	4.25
53229WAE3 Lighthouse Credit Union	06-18-26	06-18-29	CD	250,000.00	-	250,000.00		250,000.00	4.40
67066GAQ7 Nvidia Corp	06-23-26	06-15-29	CB	3,000,000.00	9,300.00	2,990,700.00	1,812.50	2,992,512.50	4.35
91282CFZ9 U.S. Treasury Note	06-23-26	11-30-27	TN	3,000,000.00	11,250.00	2,988,750.00	7,305.33	2,996,055.33	3.88
3130BBAN5 Federal Home Loan	06-24-26	06-15-29	FP	2,000,000.00	-	2,000,000.00		2,000,000.00	4.50
17290G5W3 Citi Bank NA	06-30-26	06-30-29	CD	250,000.00	-	250,000.00		250,000.00	4.50
3130BB6W0 Federal Home Loan	06-30-26	12-21-28	FP	2,000,000.00	-	2,000,000.00		2,000,000.00	4.35
				$ 15,390,000.00	$ 36,175.00	$ 15,353,825.00	$ 35,609.54	$ 15,389,434.54	

Total Number of Transactions:

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
June 30, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	INVESTED AMOUNT	TOTAL
LAIF - SA ACCOUNT 65-19-035						
09-01-84	n/a	SA Account	65-19-035	3.83	$ 4,067,226.00	
						$ 4,067,226.00
			FISCAL AGENT CASH			
BOND PROCEEDS						
CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						
Fiscal Agent: U.S. Bank National Association						
08-20-02	n/a	Reserve Fund	94460700	2.54	$ 529,194.77	
08-20-02	n/a	Interest Acct	94460701	0.04	30,879.50	
08-20-02	n/a	Principal Acct	94460702	0.04	83.32	
TOTAL CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						$ 560,157.59
BOND PROCEEDS						
2016 SA $31.5M Tax Allocation Refunding Bonds Series A						
Fiscal Agent: U.S. Bank National Association (fka First Trust)						
04-26-16	n/a	Debt Service	245113000	0.00	$ 0.89	
TOTAL 2016 SA $31.5M Tax Allocation Refunding Bonds Series A						$ 0.89
BOND PROCEEDS						
2016 SA $31.5M Tax Allocation Refunding Bonds Series B						
Fiscal Agent: U.S. Bank National Association (fka First Trust)						
4/26/2016	n/a	Debt Service	269424000	0.00	$ 0.52	
TOTAL 2016 SA $31.5M Tax Allocation Refunding Bonds Series B						$ 0.52
GRAND TOTAL - FISCAL AGENT CASH						$ 560,159.00

SUMMARY OF CASH AND INVESTMENTS

Cash on Hand	$ 5,252,859
Pooled Cash Investments	4,067,226
Successor Agency Fiscal Agent Cash	560,159
Grand total	$ 9,880,244

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
June 30, 2026

POOLED CASH - STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - SA ACCOUNT 65-19-035				
Beginning Balance				4,067,226.00
Subtotal	$ -	$ -	$ -	$ 4,067,226.00

City of Palmdale: Flagship Lite

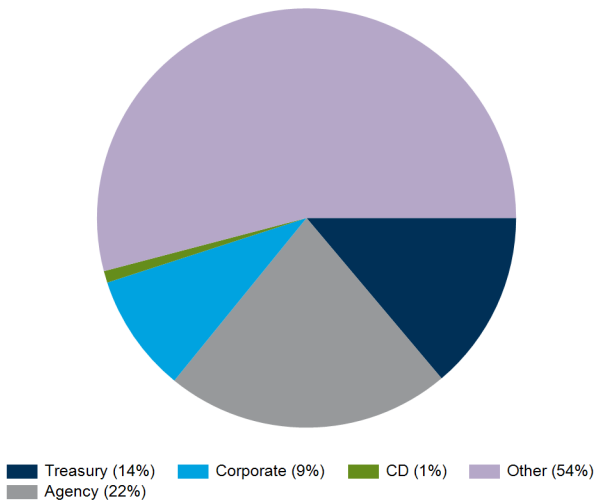
Palmdale, CA

As of Date: 06/30/2026 | Pricing as of: 06/30/2026 | Date of Analysis: 07/15/2026

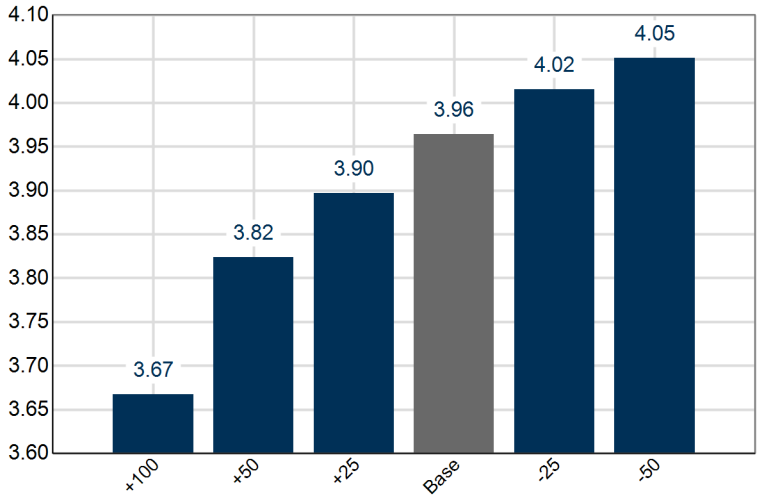
Portfolio Overview

Portfolio Attributes	
Curr. Face	357,223
Mkt. Value	355,437
Book Value	354,734
Est. Gain/Loss	703
Ave. Mkt. Price	99.50
Ave. Bk. Price	99.30
Eff. Dur.	0.93
Eff. Conv.	-0.15
OAS	12.9
Mkt YTP	4.04
Bk YTP	4.93
WAL	1.13
Line Items	88

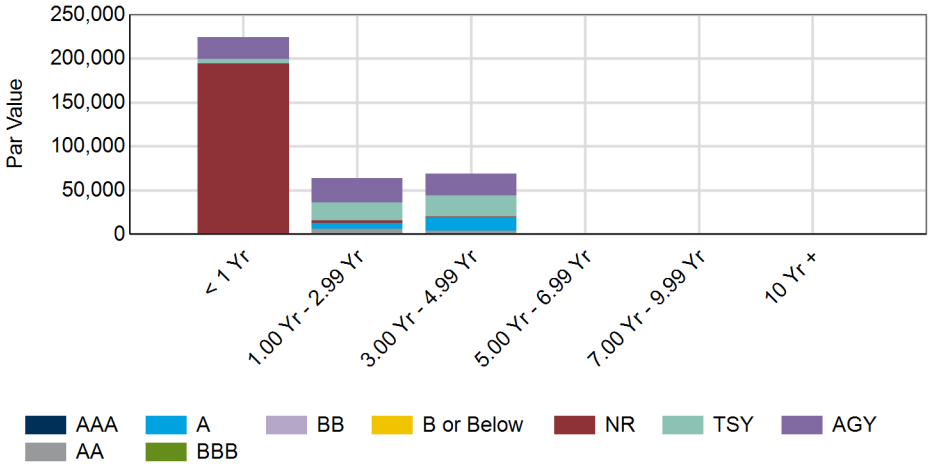
Sector Allocation



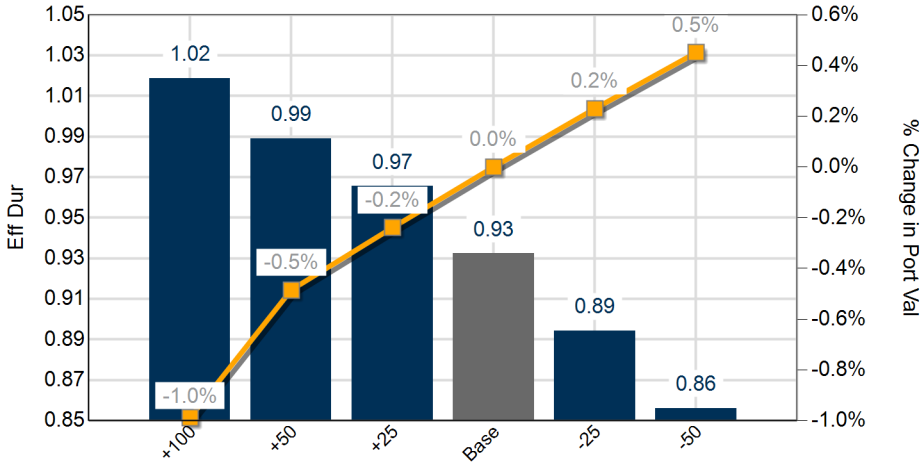
Projected TRR - 12 Mo Horizon



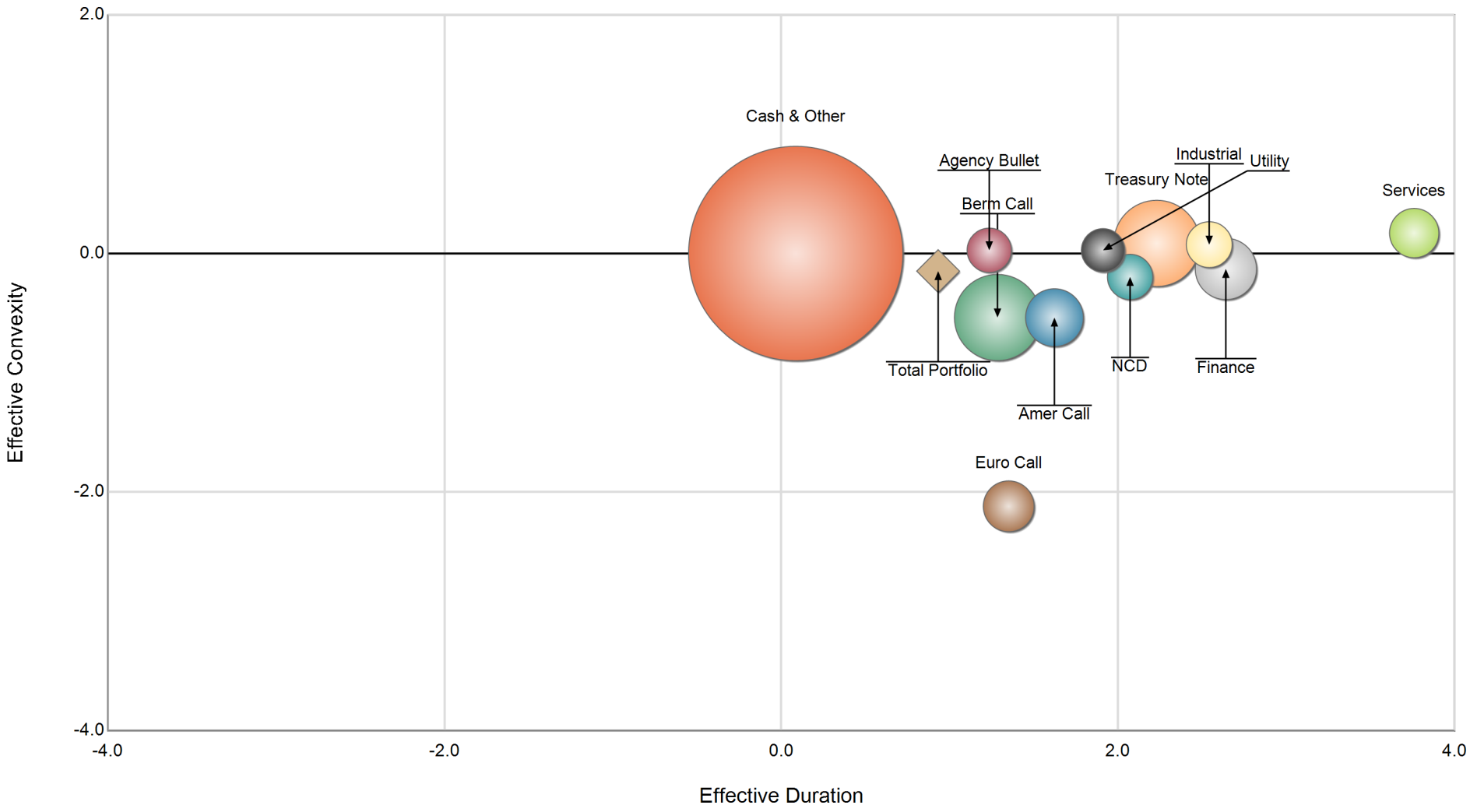
Combined Rating Distribution By Maturity



Pct. Chng in Port Val & Eff Dur (Inst. Rate Shock)



Duration / Convexity



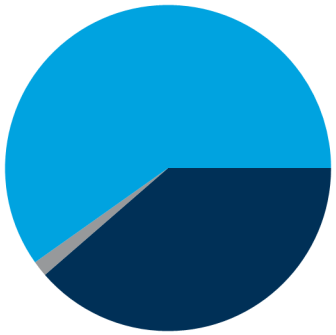
Eff. Dur.	0.93
Eff. Conv.	-0.15

Portfolio Sector Summary

Sector	Par Value	Market Value	% Port	Book Price	Market Price	Est G/L	Eff Conv	Bk Yld	Mkt Yld	Eff Dur +50	Eff Dur Base	Eff Dur -50	% Δ in Price +50	% Δ in Price Base	% Δ in Price -50
Cash & Other	193,192	193,192	54.1%	100.00	100.00	0	0.00	3.82	3.82	0.09	0.09	0.09	0.0%	0	0.0%
Berm Call	50,410	49,870	14.1%	96.72	98.93	1,116	-0.54	9.71	4.30	1.53	1.28	0.97	-0.7%	0	0.6%
Treasury Note	49,500	49,018	13.9%	98.84	99.03	90	0.08	5.13	4.15	2.22	2.23	2.24	-1.1%	0	1.1%
Finance	21,156	20,941	5.9%	99.71	98.98	-154	-0.13	5.72	4.58	2.73	2.64	2.54	-1.4%	0	1.3%
Amer Call	17,230	17,009	4.8%	100.01	98.72	-222	-0.54	3.23	4.36	1.87	1.62	1.30	-0.9%	0	0.7%
Euro Call	9,000	8,988	2.5%	100.00	99.86	-12	-2.12	4.27	4.32	1.92	1.35	0.64	-0.9%	0	0.5%
Services	7,500	7,293	2.1%	99.00	97.25	-131	0.17	4.09	4.56	3.75	3.76	3.77	-1.9%	0	1.9%
Industrial	3,500	3,478	1.0%	99.00	99.37	13	0.07	4.73	4.49	2.54	2.54	2.54	-1.3%	0	1.3%
NCD	3,235	3,226	0.9%	100.03	99.72	-10	-0.20	4.15	4.25	2.18	2.07	1.94	-1.1%	0	1.0%
Agency Bullet	2,000	1,916	0.6%	94.88	95.79	18	0.03	4.95	4.18	1.23	1.24	1.24	-0.6%	0	0.6%
Utility	500	504	0.1%	101.87	100.79	-5	0.03	3.99	4.54	1.91	1.91	1.91	-1.0%	0	1.0%
Portfolio Totals	357,223	355,437	100.0%	99.30	99.50	703	-0.15	4.93	4.04	1.00	0.93	0.85	-0.5%	0	0.5%

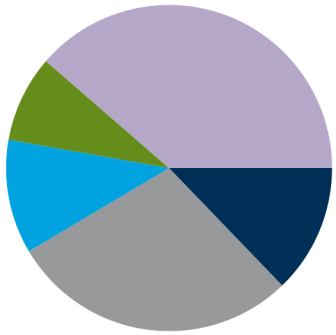
Agency/Sovereign - Summary

Subsector



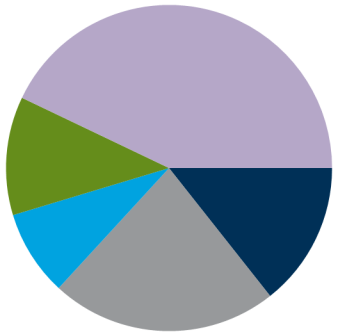
Treasury (39%) Callable Agency (60%) Agency Bullet (2%)

Issuer



FFCB (13%) FHLMC (11%) UST (39%) FHLB (29%) FNMA (9%)

Call Type

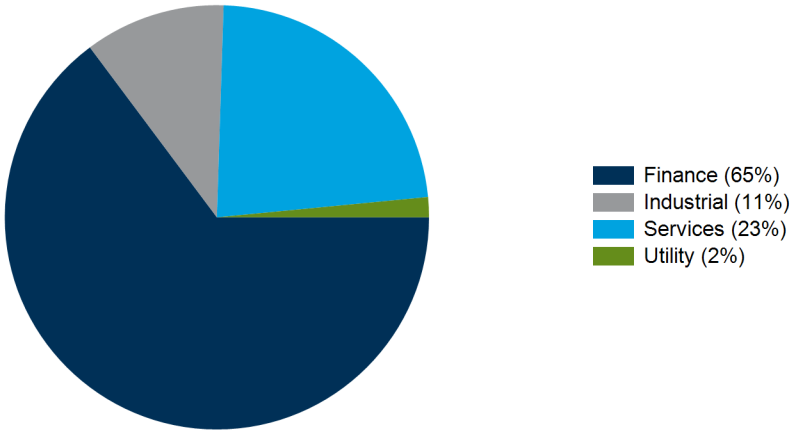


Annually (14%) One time (12%) Anytime (22%) Quarterly (43%) Monthly (9%)

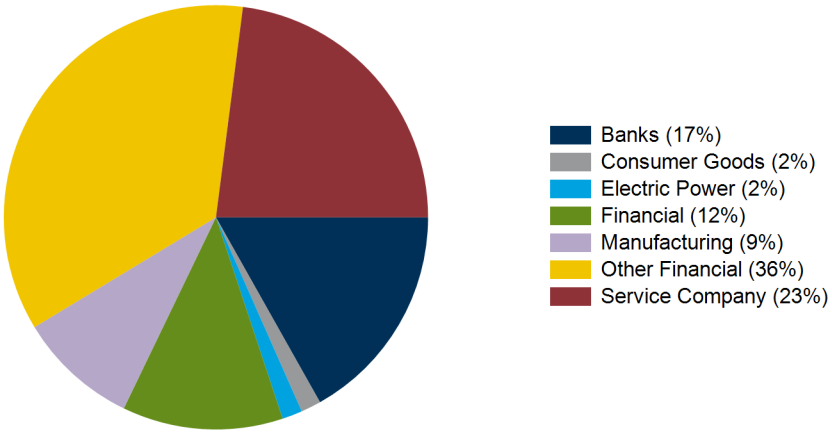
Subsector	Sector %	Par Value	Cpn	Maturity Next Call	Book Price Value	Book Yield	Market Price Value	Market Yield	G/L $ Base + 100	G/L % Base + 100	WAL Base + 100	% Px Δ -50 +100	Dur Base	Cvx Base	AFS %
				2.4 yrs	98.84		99.03		90	0.2%	2.40	1.1	2.23	0.08	
Treasury (17)	38.6%	49,500	3.54		48,928	5.13	49,018	4.15	-989	-2.0%	2.40	-2.2			99.0%
				1.3 yrs	94.88		95.79		18	1.0%	1.27	0.6	1.24	0.03	
Agency Bullet (1)	1.6%	2,000	0.75		1,898	4.95	1,916	4.18	-5	-0.3%	1.27	-1.2			95.8%
				2.3 yrs	97.84		98.99		882	1.2%	1.96	0.6	1.37	-0.72	
Callable Agency (28)	59.8%	76,640	3.34	0.4 yrs	74,985	7.57	75,868	4.32	-354	-0.5%	2.22	-1.6			99.0%
				2.3 yrs	98.18		98.96		991	0.8%	2.12	0.8	1.70	-0.40	
Total (46)	100.0%	128,140	3.38	0.4 yrs	125,811	6.58	126,802	4.25	-1,348	-1.1%	2.28	-1.8			99.0%

Corporate - Summary

Sector Allocation



Industry Allocation



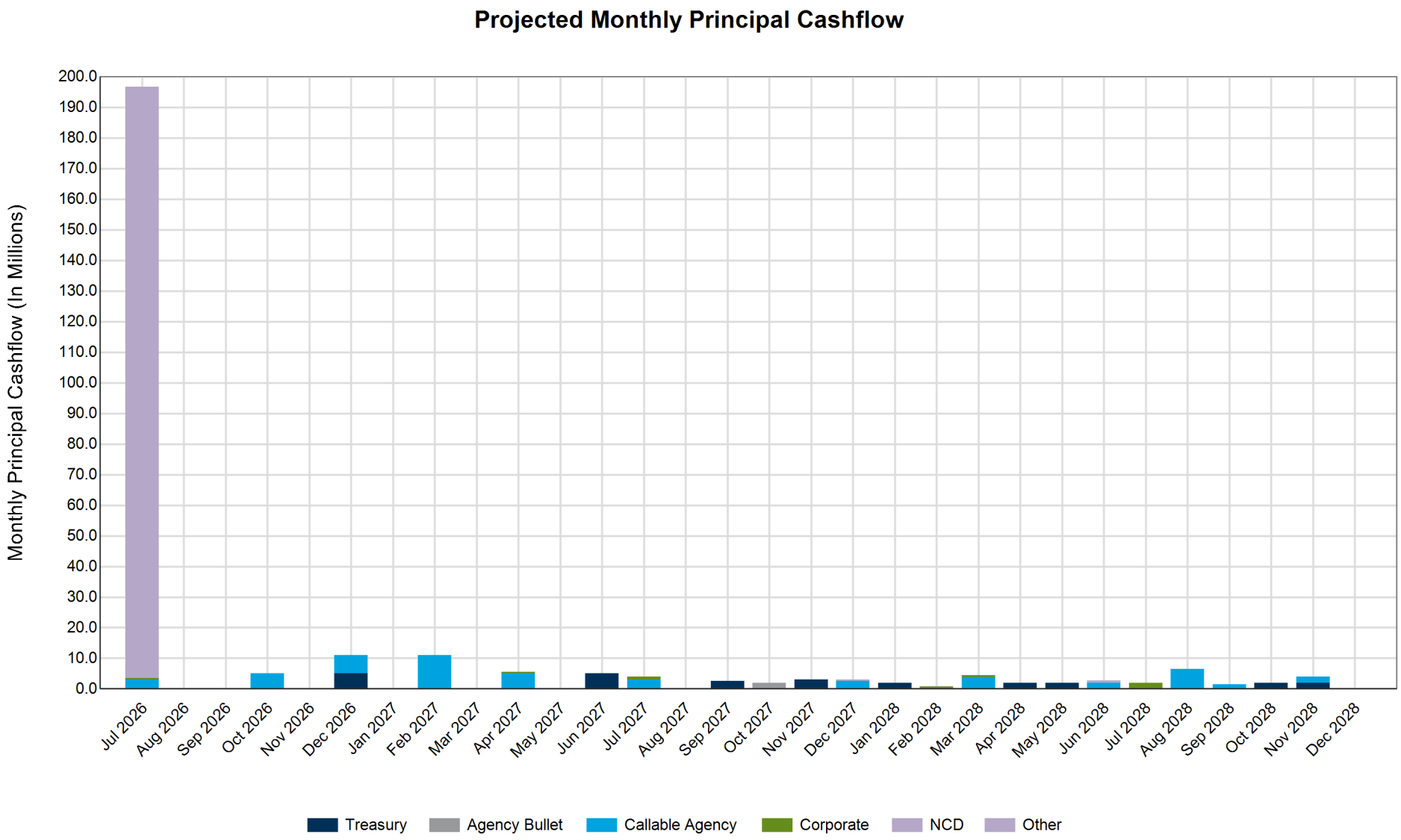
Subsector	Sector %	Par Value	Cpn	Maturity	Rating Moody's S&P	Book Price Value	Book Yield	Market Price Value	Market Yield	G/L $ Base + 100	G/L % Base + 100	WAL Base + 100	% Px Δ -50 +100	Dur Base	Cvx Base	AFS %
					Aa3	99.71		98.98		-154	-0.7%	3.16	1.3	2.64	-0.13	
Finance (18)	64.8%	21,156	4.15	3.4 yrs	A+	21,095	5.72	20,941	4.58	-724	-3.4%	3.21	-2.7			99.0%
					Aa1	99.00		99.37		13	0.4%	2.78	1.3	2.54	0.07	
Industrial (2)	10.7%	3,500	4.18	2.8 yrs	AA	3,465	4.73	3,478	4.49	-75	-2.2%	2.78	-2.5			99.4%
					Aa3	99.00		97.25		-131	-1.8%	4.19	1.9	3.76	0.17	
Services (6)	23.0%	7,500	3.78	4.2 yrs	AA	7,425	4.09	7,293	4.56	-402	-5.4%	4.20	-3.7			97.2%
					A1	101.87		100.79		-5	-1.1%	2.04	1.0	1.91	0.03	
Utility (1)	1.5%	500	4.95	2.1 yrs	A	509	3.99	504	4.54	-15	-3.0%	2.13	-1.9			100.8%
					Aa3	99.51		98.65		-278	-0.9%	3.33	1.4	2.87	-0.04	
Total (27)	100.0%	32,656	4.08	3.5 yrs	AA-	32,495	5.22	32,216	4.57	-1,215	-3.7%	3.37	-2.9			98.7%

Peer Group Comparison

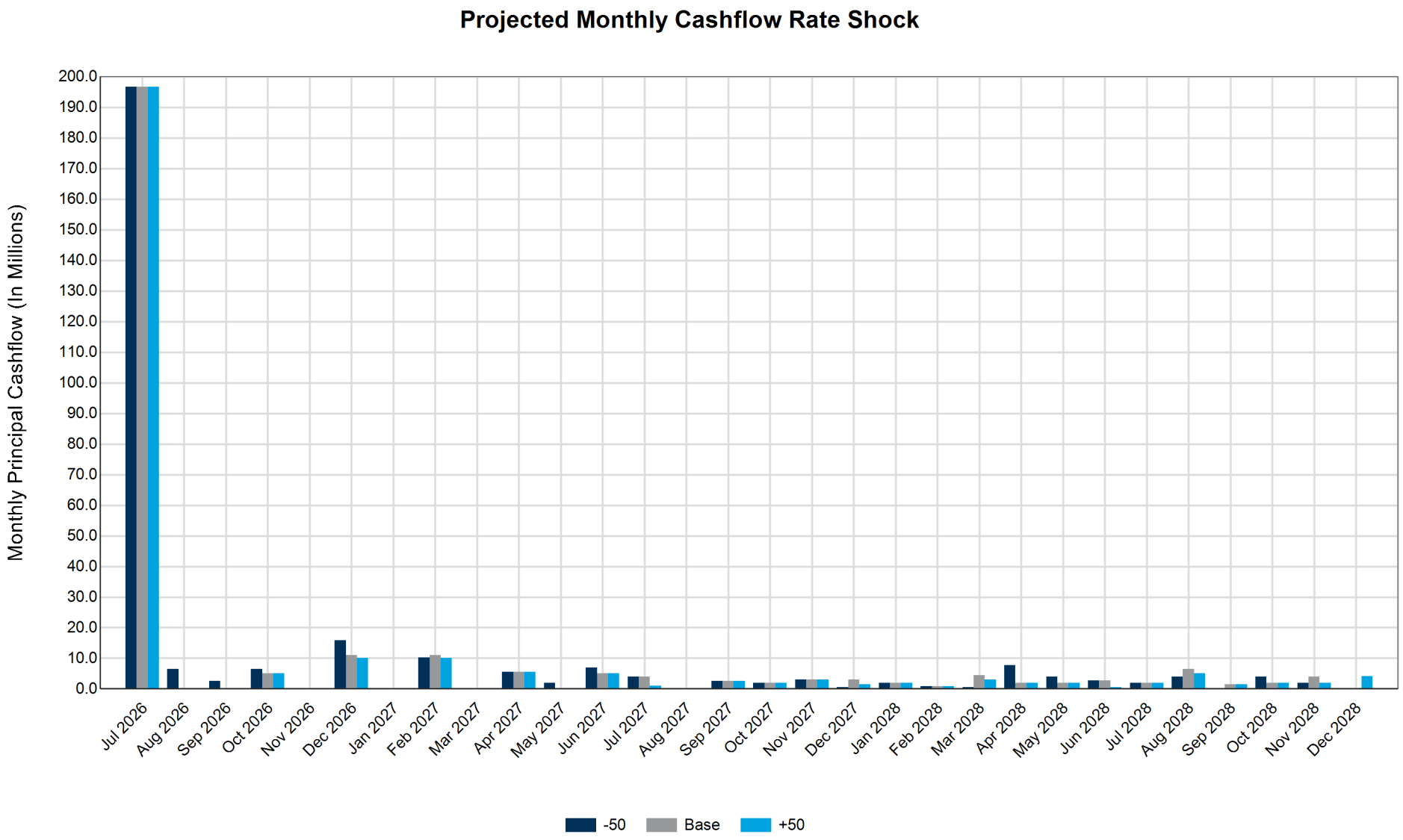
Peer	As of Date	Book Value	G/L %	Book Yield	Average Life Base	Average Life -50	Average Life +100	% Price Change -50	% Price Change +50	% Price Change +100	Effective Dur	Effective Cvx	UST Agy	Fix MBS	ARM	Fix CMO	Flt CMO	Agy CMBS	Sm Bus.	Prv Label	Muni	Corp	CD	Other	% Fixed
1	04/26	332,357	-0.2	3.62	2.3		2.5			-2.1	2.1	-0.1	94%	0%	0%	0%	0%	0%	0%	0%	5%	0%	1%	0%	100%
2	06/26	282,696	-0.6	3.81	2.1		2.2			-1.9	2.0	0.0	34%	0%	0%	0%	0%	0%	0%	0%	30%	29%	7%	0%	100%
3	05/26	271,621	-0.4	3.97	1.8		1.8			-1.7	1.7	0.0	52%	0%	0%	0%	0%	6%	0%	14%	0%	27%	0%	0%	94%
4	06/26	256,713	-2.3		6.6		7.4			0.0	3.7	0.4	0%	2%	0%	0%	0%	31%	67%	0%	0%	0%	0%	0%	34%
5	03/26	231,342	-0.4	3.37	2.4		2.4			-2.2	2.2	0.1	71%	0%	0%	0%	0%	0%	0%	0%	11%	9%	9%	0%	100%
6	04/26	480,944	-0.2	3.57	2.1		2.2			-2.0	2.0	0.0	75%	0%	0%	0%	0%	0%	0%	0%	16%	9%	0%	0%	100%
7	05/26	215,723	-0.6	3.71	1.9	0.7	2.7	0.6	-0.9	-1.9	1.5	-1.1	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
8	05/26	215,723	-0.9	3.71	2.3		2.8			-1.9	1.6	-0.8	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
9	05/26	189,231	-0.1	4.23	2.5		2.7			-2.3	2.3	0.0	78%	0%	0%	0%	0%	0%	0%	0%	0%	2%	19%	0%	100%
10	05/26	179,077	-0.7	3.41	2.1		2.4			-1.8	1.5	-0.4	58%	0%	0%	0%	0%	0%	0%	0%	7%	27%	8%	0%	100%
11	06/26	162,726	-0.8	4.41	3.6		4.0			-2.5	2.4	-0.2	1%	8%	10%	9%	13%	17%	14%	0%	9%	20%	0%	0%	74%
12	05/26	162,461	-0.8	3.94	2.5		2.6			-2.2	2.2	-0.1	71%	0%	0%	0%	0%	0%	0%	0%	13%	15%	1%	0%	100%
13	06/26	159,481	-2.5		2.3		4.0			0.0	1.8	-0.4	84%	2%	0%	3%	5%	2%	1%	0%	1%	1%	0%	0%	94%
14	05/26	159,290	-0.3	4.02	1.6		1.8			-1.3	1.2	-0.2	20%	0%	0%	0%	0%	2%	0%	0%	27%	4%	2%	44%	100%
15	05/26	151,786	2.1	5.83	2.5		2.5			-2.2	2.3	0.1	61%	0%	0%	0%	0%	0%	0%	0%	10%	30%	0%	0%	100%
16	06/26	151,643	0.2	6.07	1.2		1.2			-1.0	1.0	-0.1	56%	0%	0%	0%	0%	19%	0%	0%	0%	21%	3%	0%	100%
17	04/26	151,000	-1.0		1.8					0.0	1.7	-0.9	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
18	06/26	132,110	-0.6	3.93	2.1		2.1			-1.8	1.8	0.0	28%	0%	0%	0%	0%	19%	0%	0%	0%	0%	23%	30%	100%
19	06/26	118,716	-1.1	3.76	2.5		2.6			-2.2	2.1	-0.1	58%	1%	0%	0%	0%	10%	0%	9%	0%	14%	8%	0%	99%
20	05/26	117,724	-0.5	4.35	3.5		3.5			-3.1	3.1	0.1	5%	0%	0%	0%	0%	64%	0%	0%	5%	12%	13%	0%	100%
21	06/26	102,156	-10.0		5.9		7.5			0.0	5.2	0.1	8%	12%	0%	1%	0%	11%	8%	0%	56%	3%	0%	0%	98%
22	04/26	101,383	0.0	3.32	1.7		1.7			-1.5	1.6	0.0	79%	0%	0%	0%	0%	0%	0%	0%	0%	20%	0%	0%	100%
23	06/26	86,791	-0.7		4.3		6.4			0.0	3.2	-0.5	20%	15%	13%	8%	0%	0%	10%	0%	33%	1%	0%	0%	86%
24	03/26	73,660	-6.3		4.5		5.0			0.0	3.6	-0.2	22%	11%	0%	5%	9%	0%	0%	0%	53%	0%	0%	0%	91%
25	06/26	71,319	-5.9		9.0		14.4			0.0	5.8	-0.6	1%	22%	0%	2%	7%	0%	7%	0%	56%	6%	0%	0%	86%
Avg		182,307	-1.4	4.06	3.0	0.7	3.7	0.6	-0.9	-1.4	2.4	-0.2	51%	3%	1%	1%	1%	7%	4%	1%	13%	10%	4%	3%	94%
Port	06/26	354,734	0.2	4.93	1.1	0.9	1.2	0.5	-0.5	-1.0	0.9	-0.1	35%	0%	0%	0%	0%	0%	0%	0%	0%	9%	1%	54%	99%
Diff		172,427	1.6	0.87	-1.9	0.3	-2.5	-0.2	0.4	0.4	-1.4	0.0	-16%	-3%	-1%	-1%	-1%	-7%	-4%	-1%	-13%	-1%	-3%	52%	5%

* Peer group includes Public Entitys that have received portfolio analysis from Stifel in the last three months with the closest portfolio book values.

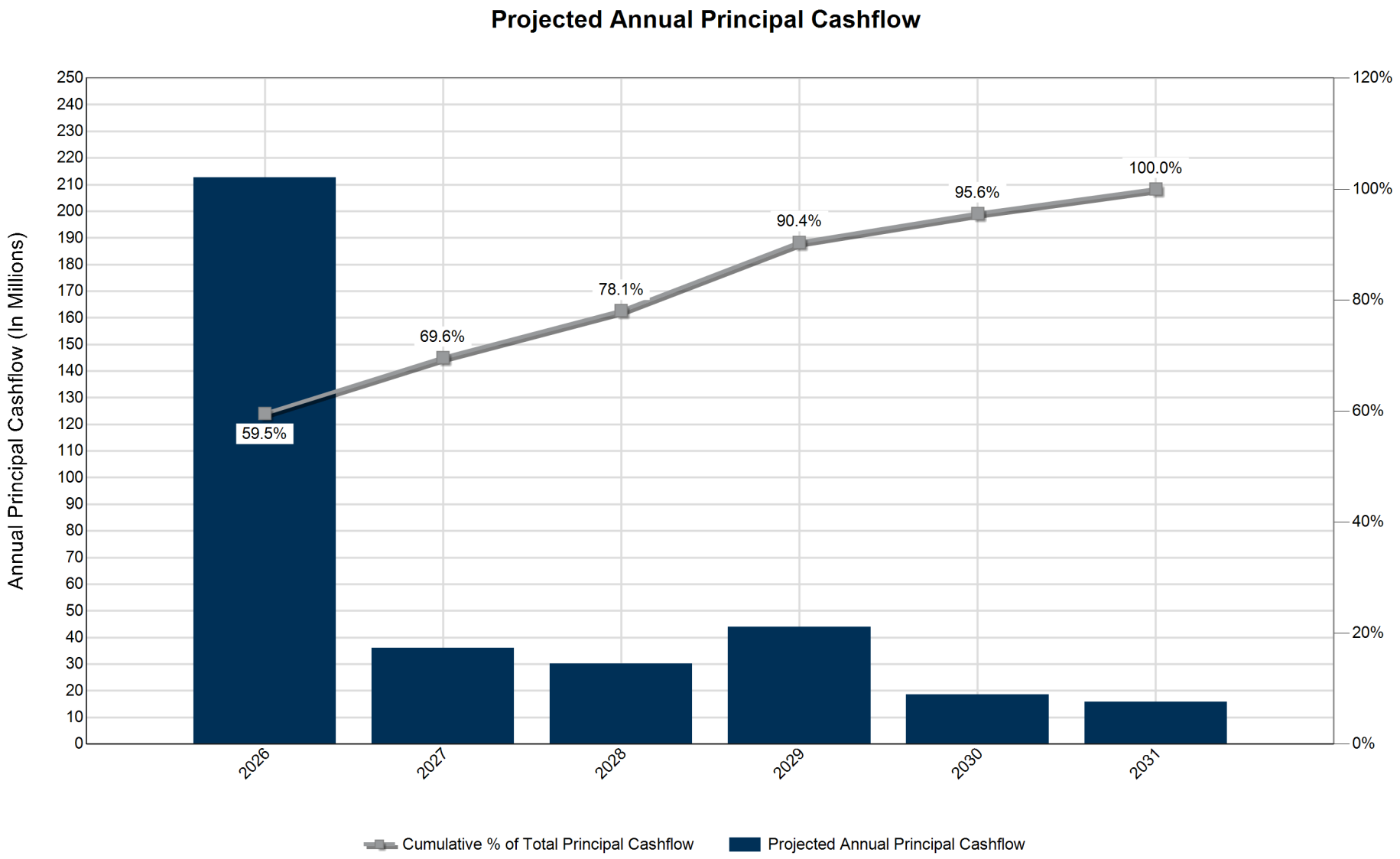
Monthly Cashflow Profile - Next 30 Months



Monthly Cashflow Rate Shock - Next 30 Months

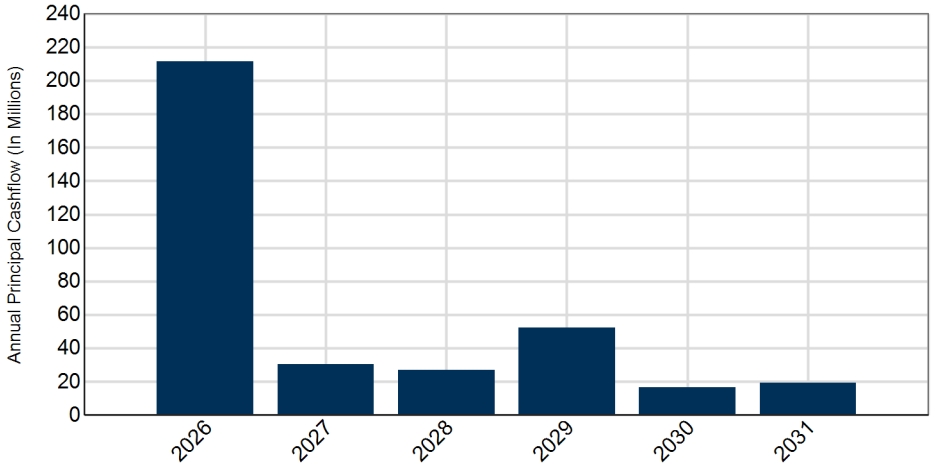


Annual Cashflow Profile

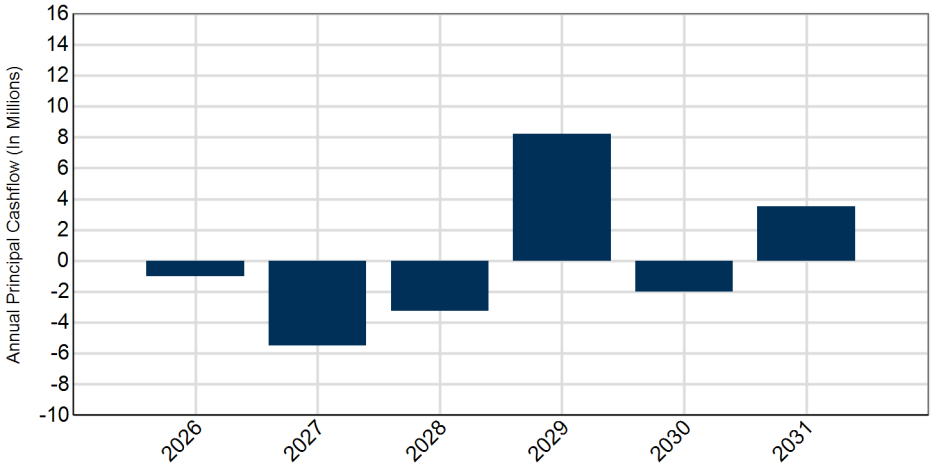


Annual Cashflow Rate Shock

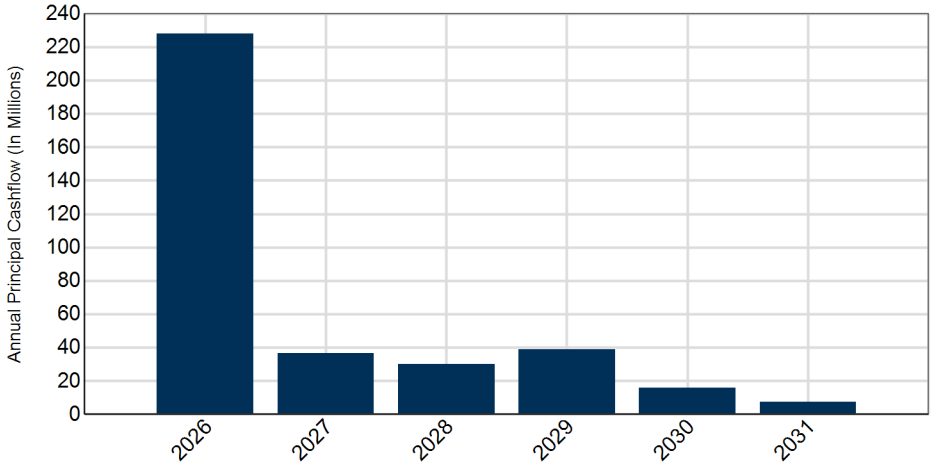
Projected Annual Principal Cashflow +50



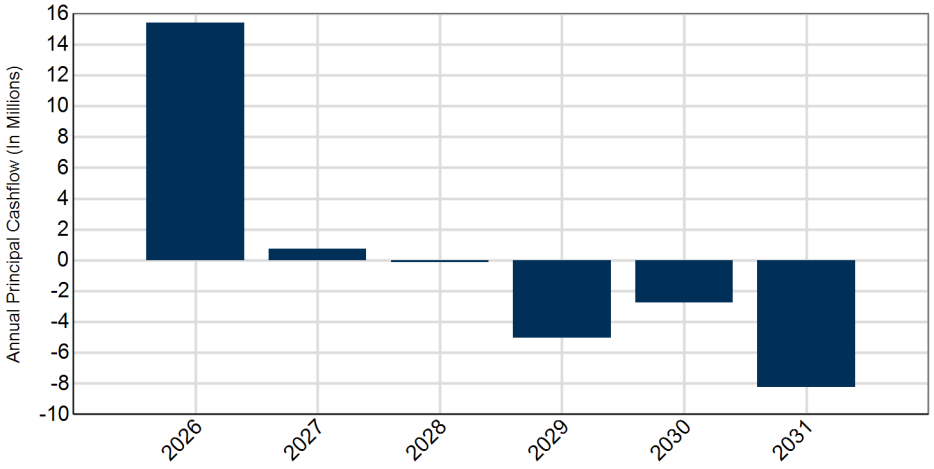
Change in Annual Principal Cashflow +50



Projected Annual Principal Cashflow -50



Change in Annual Principal Cashflow -50



5-Year Quarterly Principal Cash Flow Projections

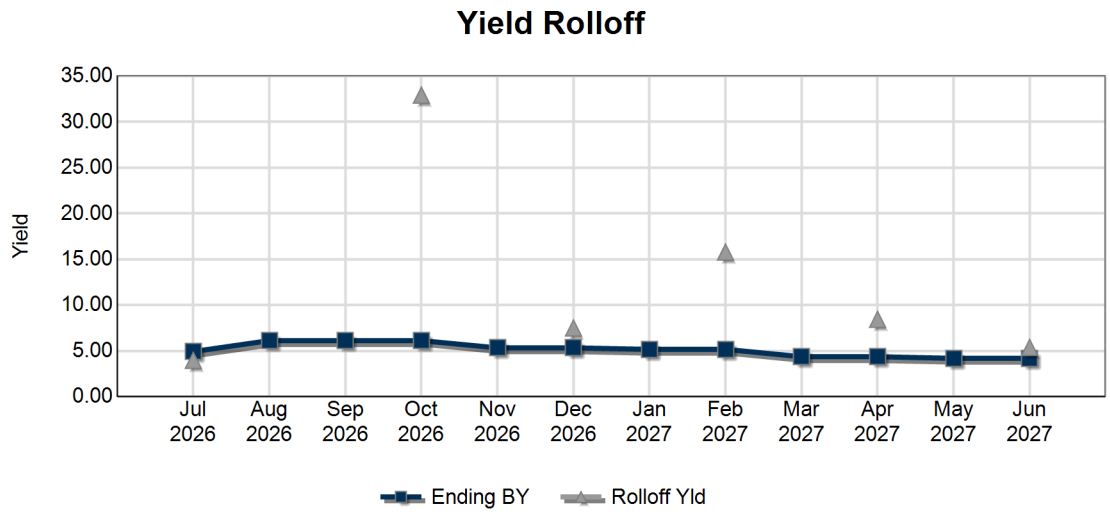
12-Month Principal Cash Flow Projections							Percentage of Total Cash Flow Projections					
Period	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
Jul 26	196.7	196.7	196.7	196.7	196.7	196.7	55%	55%	55%	55%	55%	55%
Aug 26	0.0	0.0	0.0	0.0	5.0	6.5	55%	55%	55%	55%	56%	56%
Sep 26	0.0	0.0	0.0	0.0	0.0	2.5	55%	55%	55%	55%	56%	56%
Oct 26	5.0	5.0	5.0	5.0	5.0	6.5	56%	56%	56%	56%	58%	58%
Nov 26	0.0	0.0	0.0	0.0	0.0	0.0	56%	56%	56%	56%	58%	58%
Dec 26	10.0	10.0	11.0	11.0	12.0	15.9	59%	59%	60%	60%	61%	61%
Jan 27	0.0	0.0	0.0	0.0	1.5	0.0	59%	59%	60%	60%	62%	62%
Feb 27	10.0	10.0	10.0	11.0	10.0	10.3	62%	62%	62%	63%	64%	64%
Mar 27	0.0	0.0	0.0	0.0	0.0	0.0	62%	62%	62%	63%	64%	64%
Apr 27	5.5	5.5	5.5	5.5	5.5	5.5	64%	64%	64%	64%	66%	66%
May 27	0.0	0.0	0.0	0.0	0.0	2.0	64%	64%	64%	64%	66%	66%
Jun 27	5.0	5.0	5.0	5.0	10.9	7.0	65%	65%	65%	66%	69%	69%

5-Year Quarterly Principal Cash Flow Projections							Percentage of Total Cash Flow Projections					
Period	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
3Q26	196.7	196.7	196.7	196.7	201.7	205.7	55%	55%	55%	55%	56%	58%
4Q26	15.0	15.0	16.0	16.0	17.0	22.4	59%	59%	60%	60%	61%	64%
1Q27	10.0	10.0	10.0	11.0	11.5	10.3	62%	62%	62%	63%	64%	67%
2Q27	10.5	10.5	10.5	10.5	16.4	14.5	65%	65%	65%	66%	69%	71%
3Q27	3.5	3.5	6.5	6.5	9.0	6.5	66%	66%	67%	67%	72%	73%
4Q27	6.5	6.5	6.5	8.0	5.5	5.5	68%	68%	69%	70%	73%	74%
1Q28	5.9	5.9	5.9	7.3	4.9	3.4	69%	69%	71%	72%	74%	75%
2Q28	4.5	4.5	4.5	6.8	4.8	14.4	71%	71%	72%	74%	76%	79%
3Q28	8.4	8.4	12.3	9.9	5.4	6.0	73%	73%	75%	76%	77%	81%
4Q28	8.1	8.1	6.3	6.3	4.5	6.3	75%	75%	77%	78%	79%	83%
1Q29	9.5	9.5	9.5	8.0	13.8	7.8	78%	78%	80%	80%	82%	85%
2Q29	13.2	13.2	11.2	10.5	11.0	6.7	82%	82%	83%	83%	85%	87%
3Q29	15.5	15.5	12.5	12.5	6.5	11.5	86%	86%	86%	87%	87%	90%
4Q29	14.0	14.0	13.0	13.0	15.0	13.0	90%	90%	90%	90%	92%	93%
1Q30	1.3	1.3	1.3	1.3	4.3	5.3	90%	90%	90%	91%	93%	95%
2Q30	5.5	5.5	5.5	5.5	6.5	3.6	92%	92%	92%	92%	95%	96%
3Q30	3.0	3.0	4.5	3.0	3.0	3.0	93%	93%	93%	93%	95%	97%
4Q30	6.8	6.8	6.8	8.8	5.1	4.0	95%	95%	95%	96%	97%	98%
1Q31	13.8	15.3	13.8	13.8	11.5	7.5	98%	99%	99%	99%	100%	100%
2Q31	5.5	4.0	4.0	2.0	-	-	100%	100%	100%	100%	-	-

In Millions

Cash Flow and Rolloff Yield - Next 12 Months

Yield Rolloff				
Month	Begin BY	Principal CF	Rolloff Yld	Ending BY
Jul 2026	4.93	196,692	3.97	6.12
Aug 2026	6.12	0		6.12
Sep 2026	6.12	0		6.12
Oct 2026	6.12	5,000	32.93	5.33
Nov 2026	5.33	0		5.33
Dec 2026	5.33	11,000	7.51	5.17
Jan 2027	5.17	0		5.17
Feb 2027	5.17	11,000	15.80	4.36
Mar 2027	4.36	0		4.36
Apr 2027	4.36	5,500	8.45	4.19
May 2027	4.19	0		4.19
Jun 2027	4.19	5,000	5.38	4.14

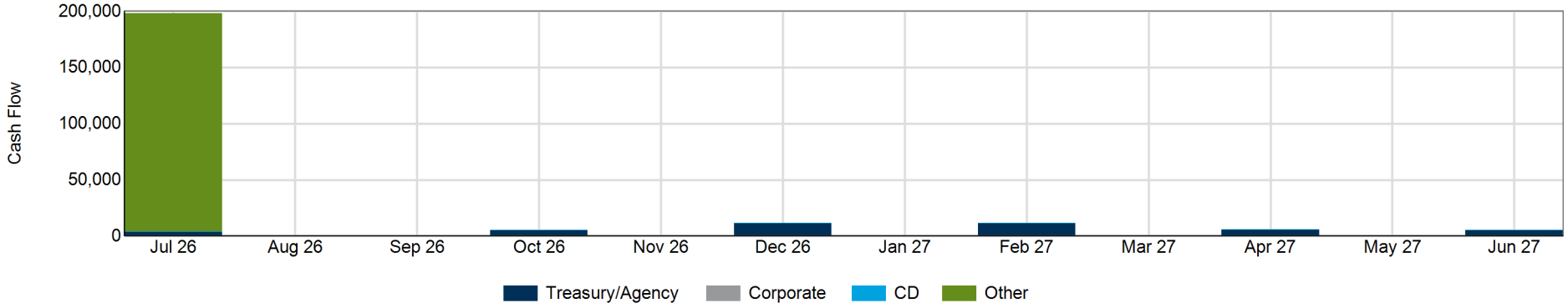


Shocked Principal and Interest Cash Flow Analysis							
Year	Mod Up Stp	+100	+50	+25	-25	-50	Mod Dn Flt
Jul 2026	198,282	198,282	198,282	198,282	198,282	198,282	198,282
Aug 2026	423	423	423	423	5,423	6,923	5,423
Sep 2026	535	535	535	535	535	3,035	535
Oct 2026	5,435	5,435	5,435	5,435	5,435	6,955	6,955
Nov 2026	523	523	523	523	523	523	523
Dec 2026	11,573	10,573	10,573	11,573	12,573	16,463	18,988
Jan 2027	322	322	322	322	1,860	322	322
Feb 2027	10,428	10,428	10,428	10,428	10,326	10,544	11,826
Mar 2027	534	534	534	534	534	484	484
Apr 2027	5,914	5,914	5,914	5,914	5,877	5,876	5,877
May 2027	523	523	523	523	523	2,522	523
Jun 2027	5,467	5,467	5,467	5,467	11,357	7,382	7,383

Sector Cash Flow - Next 12 Months

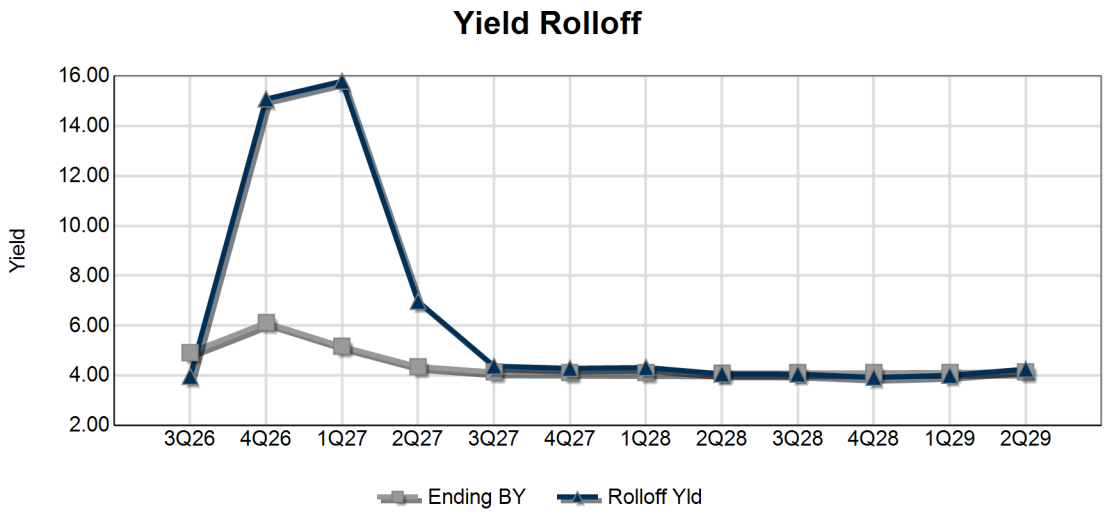
		Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	Jan 27	Feb 27	Mar 27	Apr 27	May 27	Jun 27	Bk Yld Chg
Treasury/Agency	Cash Flow	3,250	301	393	5,399	329	11,482	183	11,313	393	5,377	329	5,363	
	End BY	6.63	6.63	6.63	5.62	5.62	5.43	5.43	4.36	4.36	4.16	4.16	4.09	-2.54
Corporate	Cash Flow	633	108	132	32	190	71	125	107	132	532	190	72	
	End BY	4.37	4.37	4.37	4.37	4.37	4.37	4.37	4.37	4.37	4.30	4.30	4.30	-0.07
CD	Cash Flow	4	14	9	4	4	20	14	14	9	4	4	32	
	End BY	4.15	4.15	4.15	4.15	4.15	4.15	4.15	4.15	4.15	4.15	4.15	4.15	0.00
Other	Cash Flow	194,395												
	End BY													
Total	Cash Flow	198,282	423	535	5,435	523	11,573	322	11,435	534	5,914	523	5,467	
	End BY	6.12	6.12	6.12	5.33	5.33	5.17	5.17	4.36	4.36	4.19	4.19	4.14	-1.98

Total Cash Flows By Sector



Cash Flow and Rolloff Yield - Next 3 Years

Yield Rolloff				
Quarter	Begin BY	Principal CF	Rolloff Yld	Ending BY
3Q26	4.93	196,692	3.97	6.12
4Q26	6.12	16,000	15.08	5.17
1Q27	5.17	11,000	15.80	4.36
2Q27	4.36	10,500	6.97	4.14
3Q27	4.14	6,500	4.38	4.13
4Q27	4.13	7,990	4.29	4.12
1Q28	4.12	7,296	4.32	4.11
2Q28	4.11	6,750	4.07	4.11
3Q28	4.11	9,900	4.06	4.11
4Q28	4.11	6,250	3.93	4.13
1Q29	4.13	8,000	4.01	4.14
2Q29	4.14	10,515	4.26	4.12

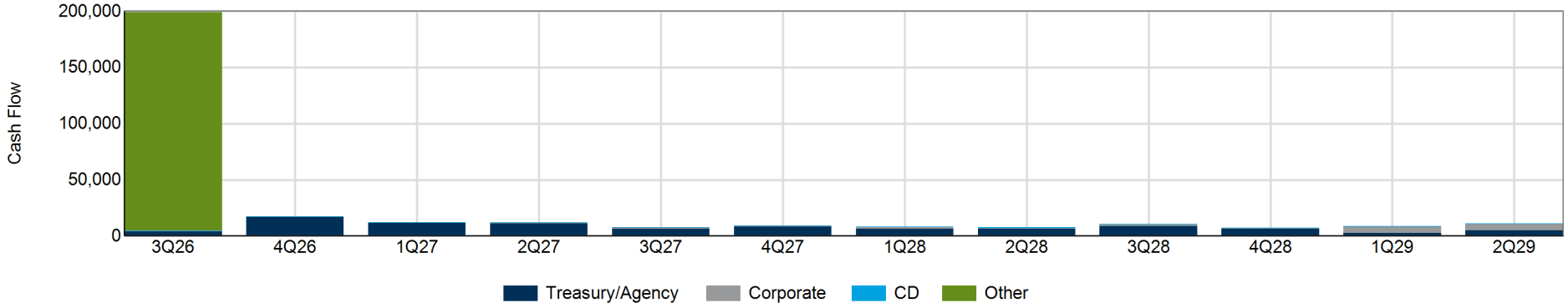


Shocked Principal and Interest Cash Flow Analysis							
Quarter	Mod Up Stp	+100	+50	+25	-25	-50	Mod Dn Flt
3Q26	199,240	199,240	199,240	199,240	204,240	208,240	204,240
4Q26	17,531	16,531	16,531	17,531	18,531	23,941	26,466
1Q27	11,285	11,285	11,285	11,285	12,720	11,350	12,632
2Q27	11,903	11,903	11,903	11,903	17,757	15,780	13,783
3Q27	4,703	4,703	4,703	7,703	10,101	7,516	9,540
4Q27	6,718	6,718	6,718	6,718	6,553	6,508	6,510
1Q28	4,426	4,426	4,426	4,426	5,824	4,289	4,292
2Q28	5,579	5,579	5,579	5,579	5,748	15,375	9,110
3Q28	9,340	8,830	9,340	9,340	6,227	6,734	9,028
4Q28	5,194	5,194	5,194	5,194	5,364	6,966	7,071
1Q29	8,489	8,489	8,489	8,489	14,488	8,339	10,349
2Q29	9,796	9,796	9,796	9,796	11,770	7,365	9,658

Sector Cash Flow - Next 3 Years

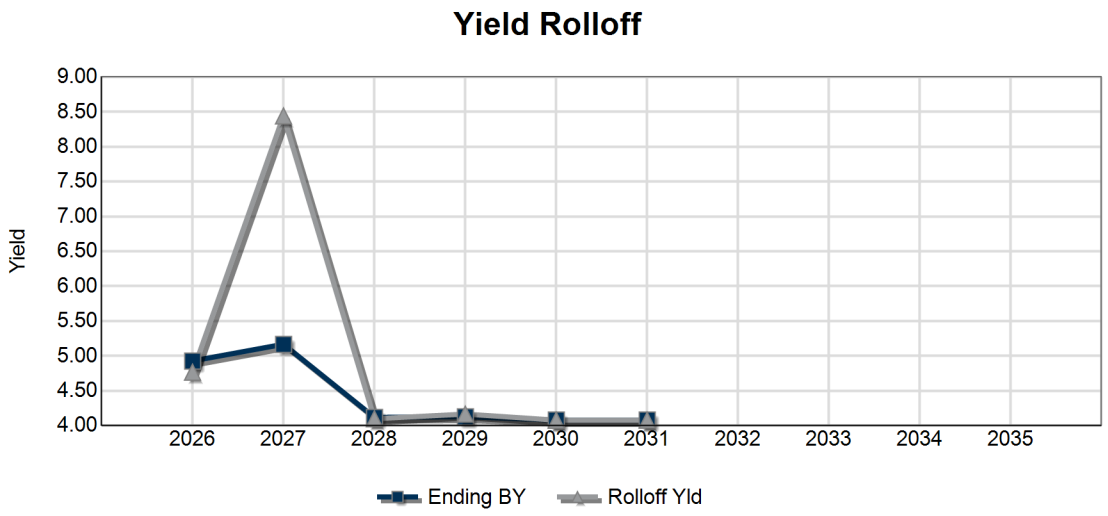
		3Q26	4Q26	1Q27	2Q27	3Q27	4Q27	1Q28	2Q28	3Q28	4Q28	1Q29	2Q29	Bk Yld Chg
Treasury/Agency	Cash Flow	3,945	17,210	11,889	11,069	6,310	8,439	6,574	6,760	8,506	6,642	2,445	5,047	
	End BY	6.63	5.43	4.36	4.09	4.10	4.08	4.06	4.06	4.07	4.08	4.10	4.09	-2.55
Corporate	Cash Flow	873	293	365	794	1,365	286	1,500	286	2,319	286	5,771	5,765	
	End BY	4.37	4.37	4.37	4.30	4.23	4.23	4.20	4.20	4.21	4.21	4.23	4.22	-0.15
CD	Cash Flow	27	29	37	40	28	519	285	783	15	266	523	504	
	End BY	4.15	4.15	4.15	4.15	4.15	4.16	4.19	4.14	4.14	4.13	4.25	3.96	-0.19
Other	Cash Flow	194,395												
	End BY													
Total	Cash Flow	199,240	17,531	12,292	11,903	7,703	9,243	8,358	7,829	10,840	7,194	8,739	11,315	
	End BY	6.12	5.17	4.36	4.14	4.13	4.12	4.11	4.11	4.11	4.13	4.14	4.12	-2.00

Total Cash Flows By Sector



Cash Flow and Rolloff Yield - Next 10 Years

Yield Rolloff				
Year	Begin BY	Principal CF	Rolloff Yld	Ending BY
2026	4.93	212,692	4.77	5.17
2027	5.17	35,990	8.44	4.12
2028	4.12	30,196	4.10	4.13
2029	4.13	44,015	4.17	4.08
2030	4.08	18,580	4.08	4.08
2031	4.08	15,750	4.08	
2032				
2033				
2034				
2035				

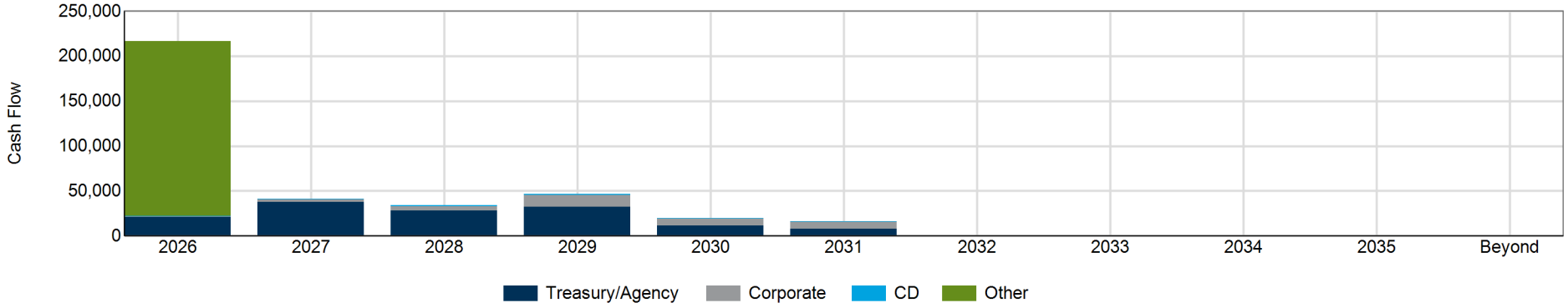


Shocked Principal and Interest Cash Flow Analysis							
Year	Mod Up Stp	+100	+50	+25	-25	-50	Mod Dn Flt
2026	216,772	215,772	215,772	216,772	222,772	232,182	230,707
2027	35,645	35,698	35,698	38,645	47,131	41,154	42,466
2028	33,286	31,375	31,373	33,151	23,163	33,364	29,501
2029	52,239	55,329	55,329	49,104	48,793	41,069	45,423
2030	19,411	17,909	17,909	19,411	19,767	16,568	16,584
2031	18,124	19,680	19,662	18,124	11,726	7,643	7,643

Sector Cash Flow - Next 10 Years

		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Bk Yld Chg
Treasury/Agency	Cash Flow	21,155	37,708	28,483	32,338	11,487	8,159					
	End BY	5.43	4.08	4.08	3.94	4.01						
Corporate	Cash Flow	1,166	2,809	4,390	13,381	8,078	7,651					
	End BY	4.37	4.23	4.21	4.26	4.16						
CD	Cash Flow	56	624	1,349	1,032	265	260					
	End BY	4.15	4.16	4.13	3.96	3.96						
Other	Cash Flow	194,395										
	End BY											
Total	Cash Flow	216,772	41,141	34,222	46,751	19,829	16,070					
	End BY	5.17	4.12	4.13	4.08	4.08						

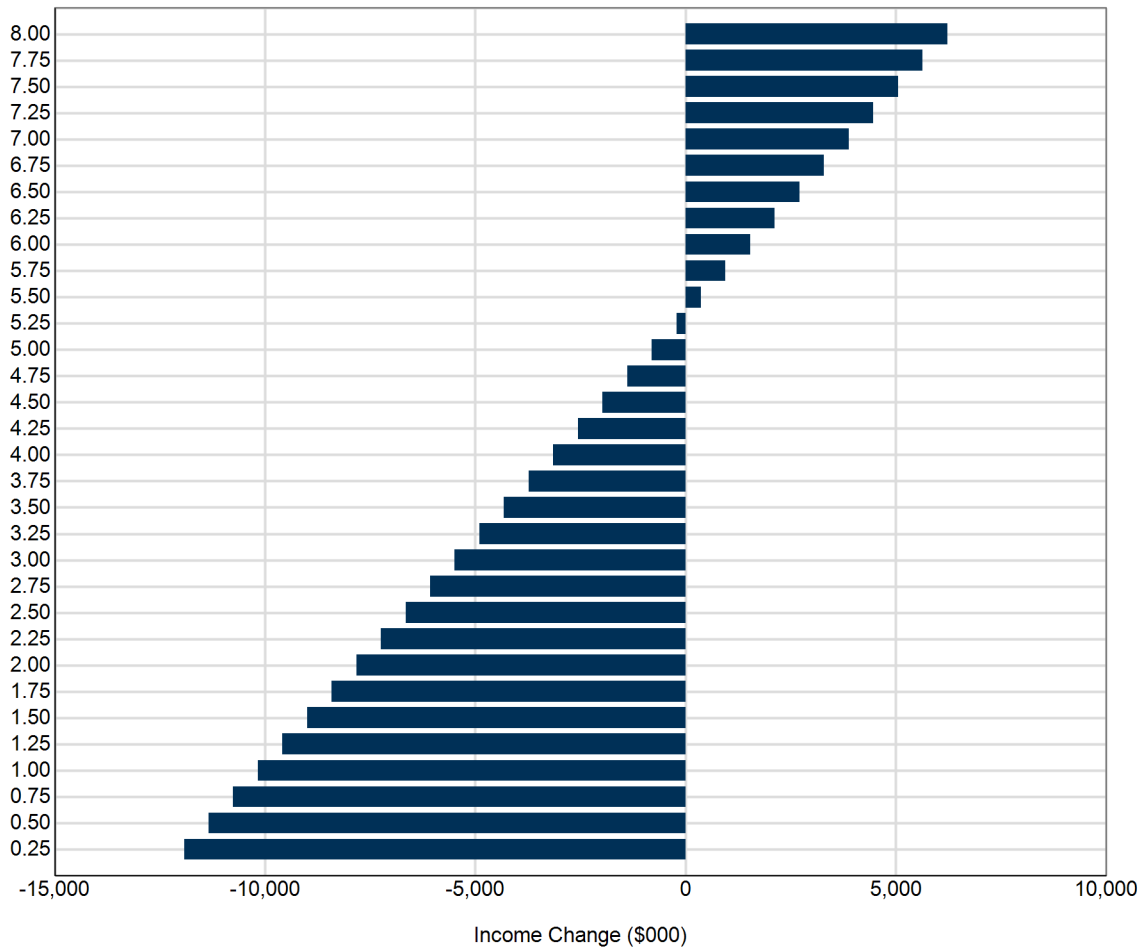
Total Cash Flows By Sector



Gap Analysis - Potential Income Impact of Principal Reinvestment

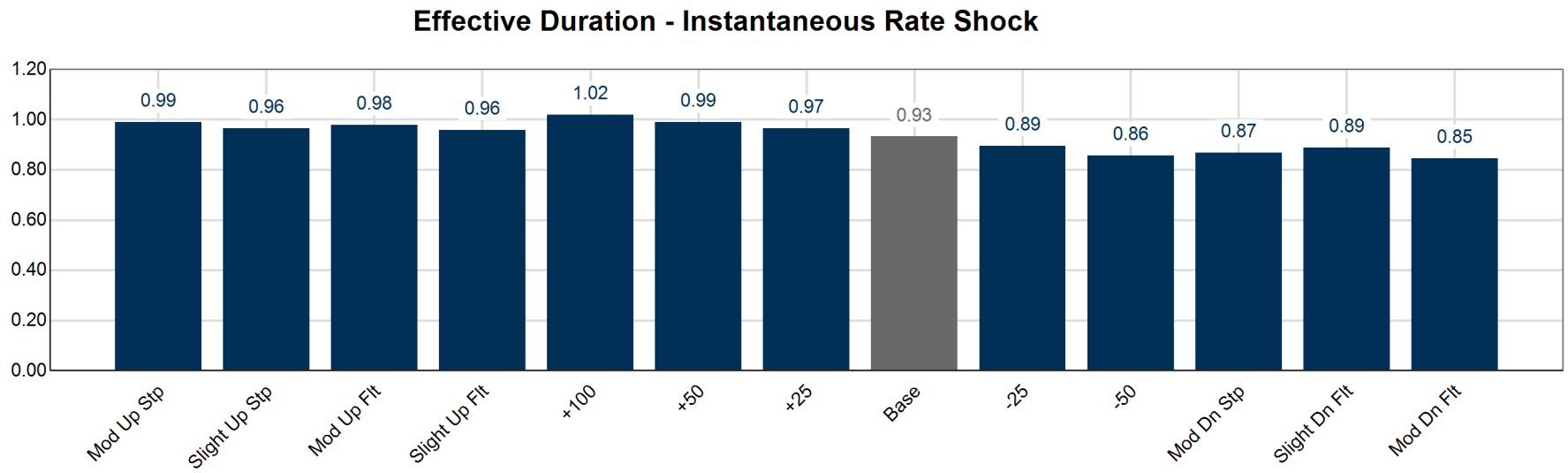
Principal Maturing(12 Mo.Horizon): $234,192
Current Book Yield of Principal Maturing: 5.34%
Est. Annual Income at Current Book Yield: $12,512

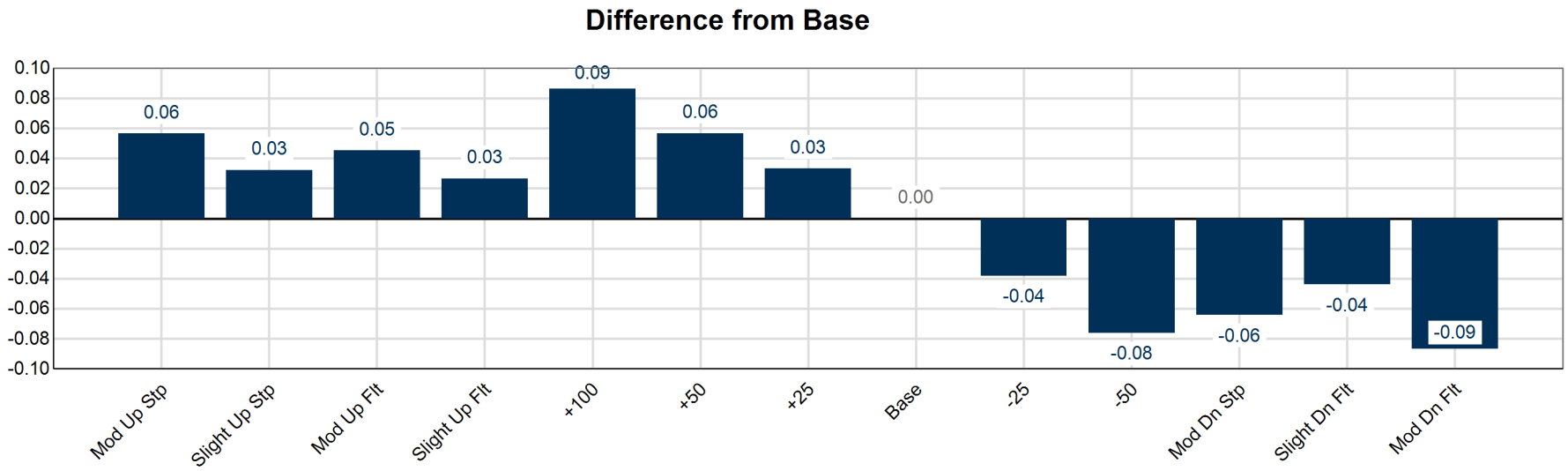
Estimated Impact on Income at Various Reinvestment Yields



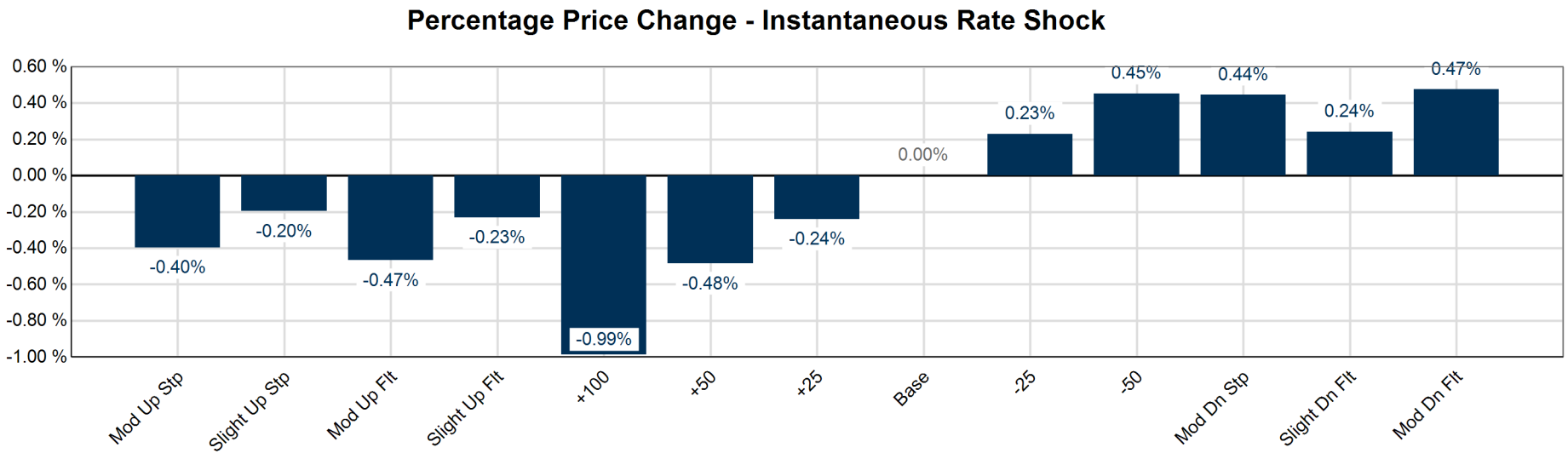
Assumed Reinvestment Yield	Estimated Annualized Income	Income Difference from Current Book	Resulting Book Yield
0.25	585	-11,926	1.59
0.50	1,171	-11,341	1.75
0.75	1,756	-10,755	1.92
1.00	2,342	-10,170	2.08
1.25	2,927	-9,584	2.25
1.50	3,513	-8,999	2.41
1.75	4,098	-8,413	2.57
2.00	4,684	-7,828	2.74
2.25	5,269	-7,242	2.90
2.50	5,855	-6,657	3.07
2.75	6,440	-6,071	3.23
3.00	7,026	-5,486	3.39
3.25	7,611	-4,900	3.56
3.50	8,197	-4,315	3.72
3.75	8,782	-3,730	3.88
4.00	9,368	-3,144	4.05
4.25	9,953	-2,559	4.21
4.50	10,539	-1,973	4.38
4.75	11,124	-1,388	4.54
5.00	11,710	-802	4.70
5.25	12,295	-217	4.87
5.50	12,881	369	5.03
5.75	13,466	954	5.20
6.00	14,052	1,540	5.36
6.25	14,637	2,125	5.52
6.50	15,223	2,711	5.69
6.75	15,808	3,296	5.85
7.00	16,393	3,882	6.02
7.25	16,979	4,467	6.18
7.50	17,564	5,053	6.34
7.75	18,150	5,638	6.51
8.00	18,735	6,224	6.67

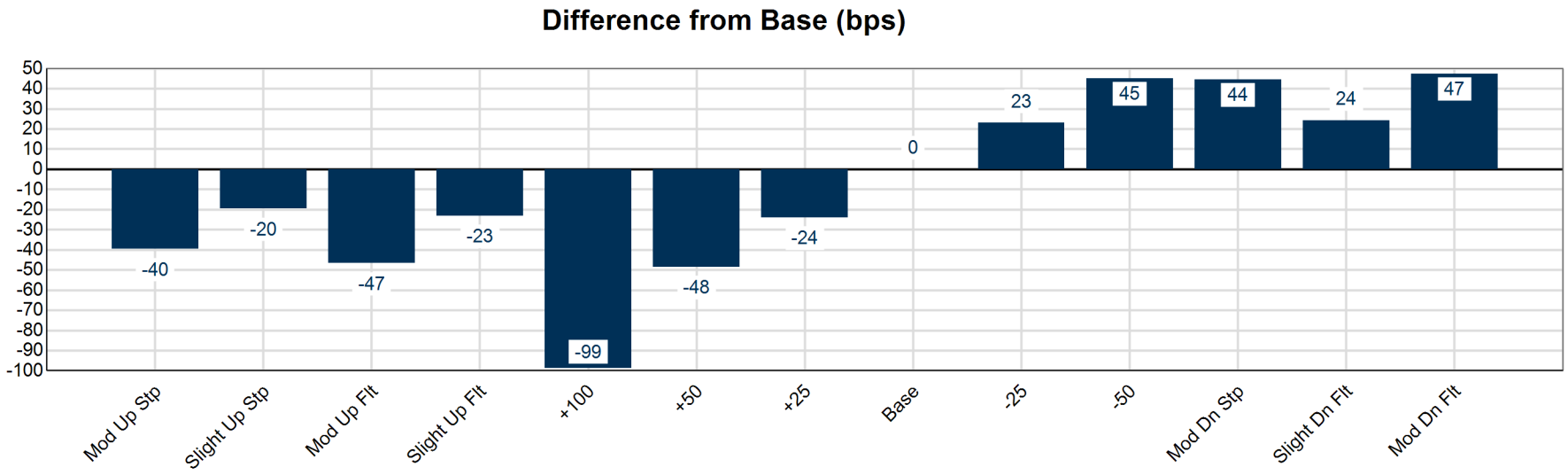
Effective Duration - Instantaneous Rate Shock



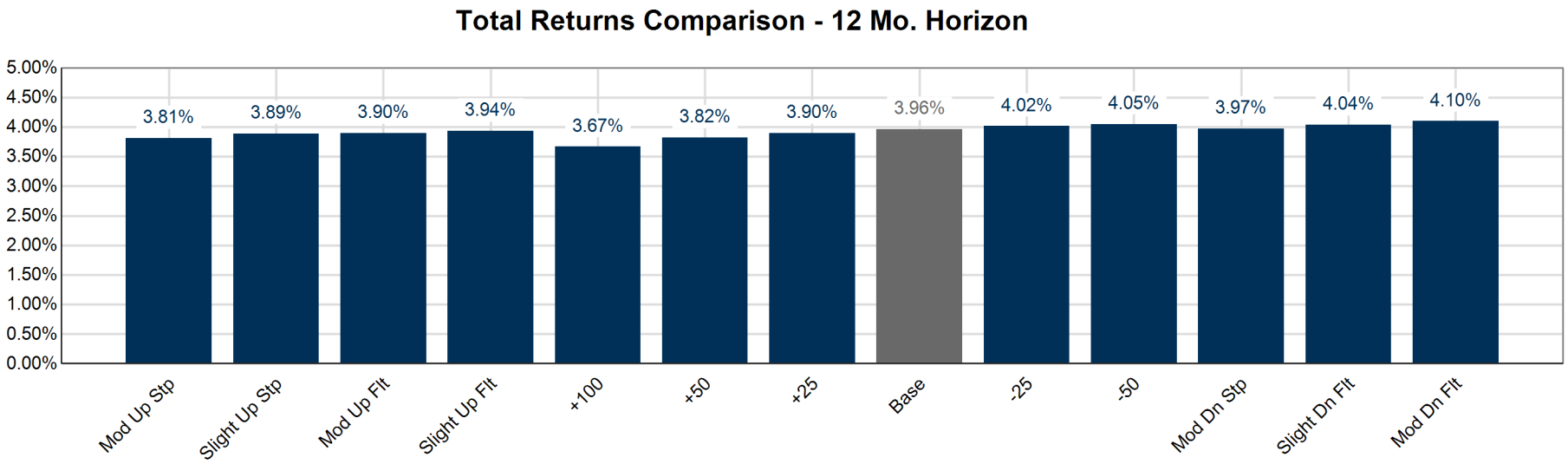


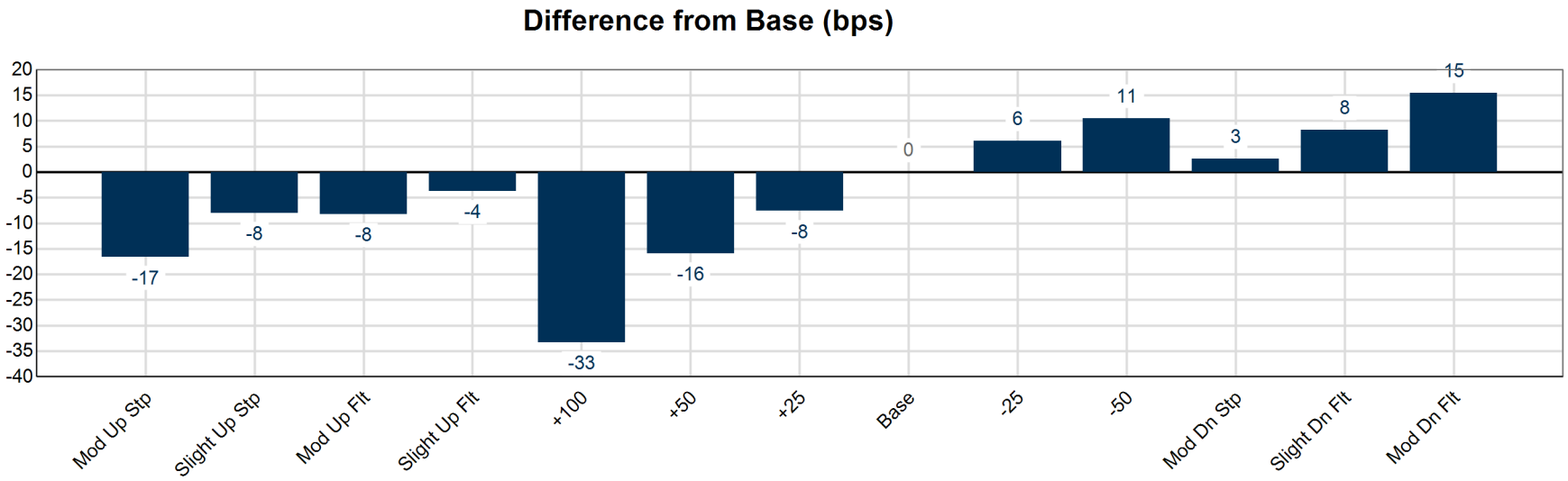
% Px Chng - Instantaneous Rate Shock



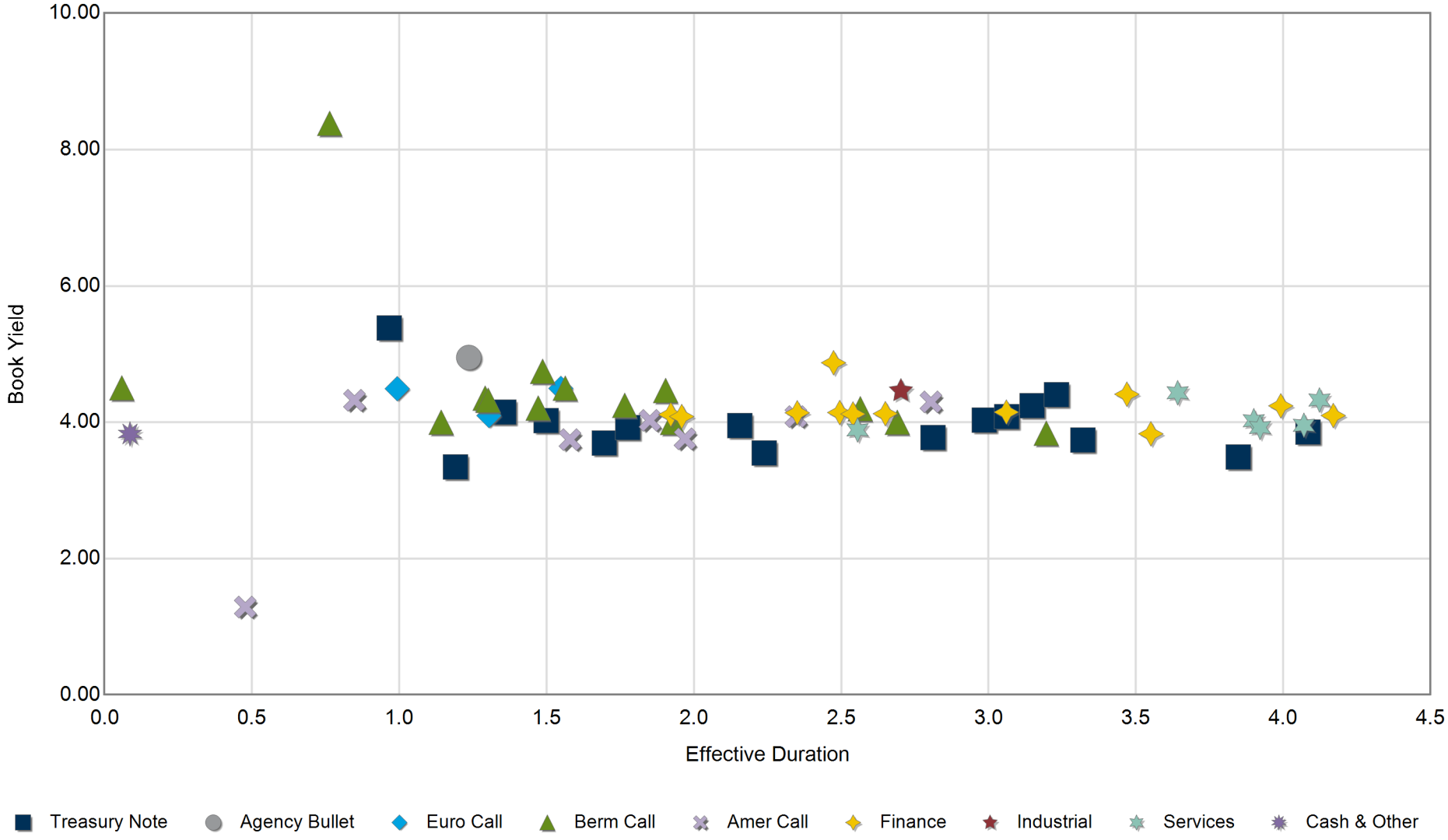


Total Returns - 12mo Horizon



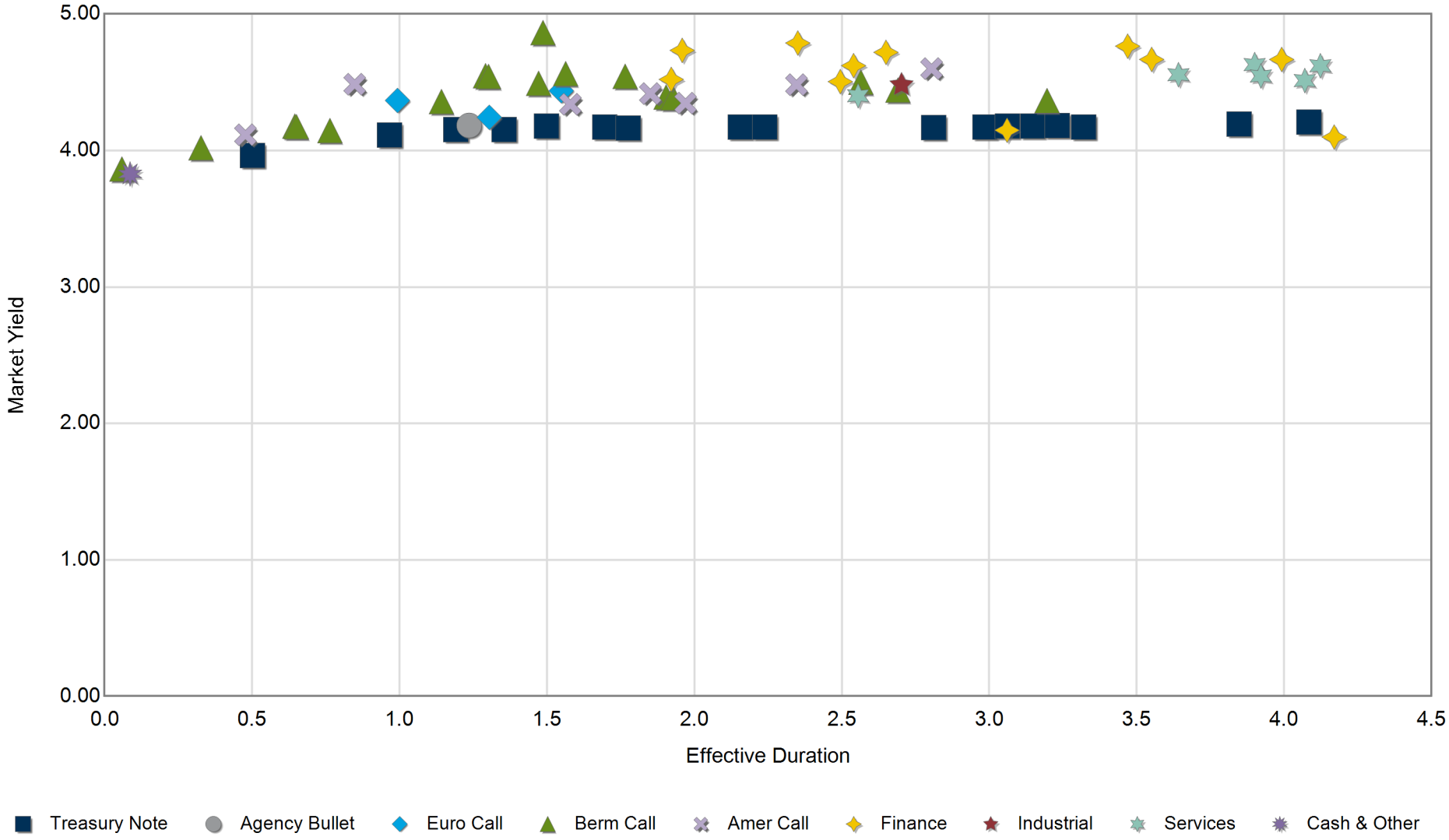


Book Yield / Duration



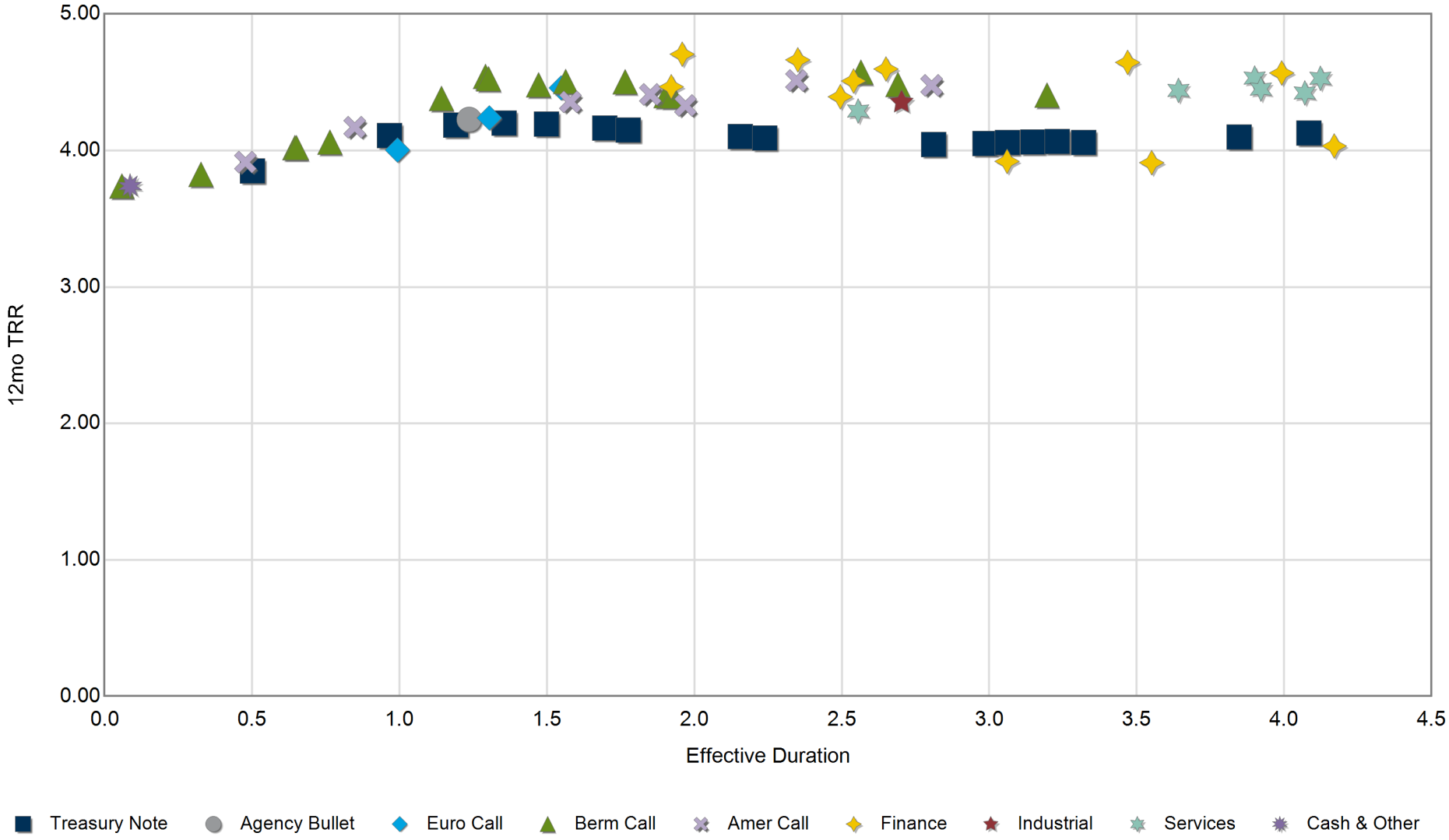
*Only securities >=$1mm shown

Market Yield / Duration



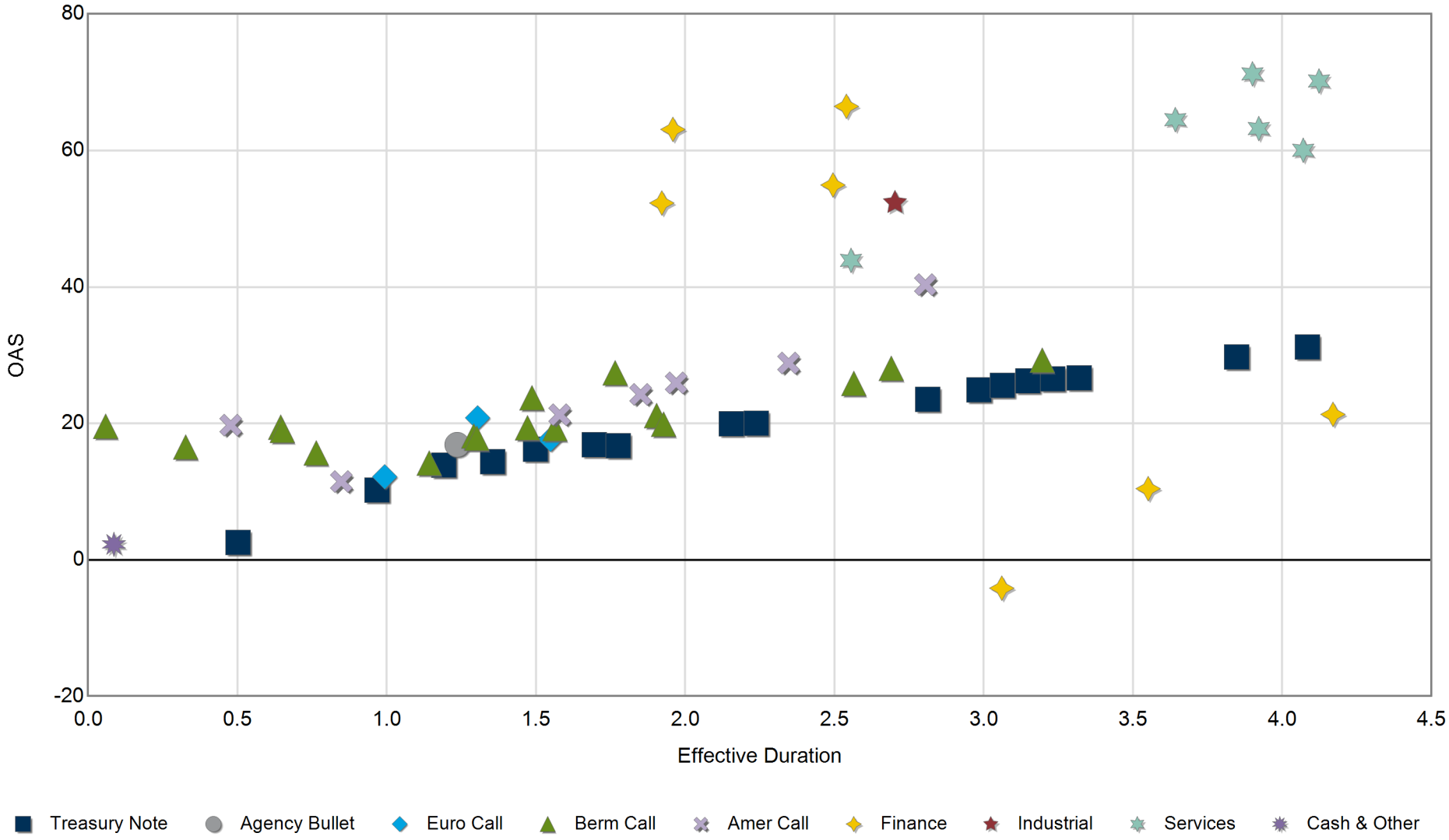
*Only securities >=$1mm shown

Total Return / Duration



*Only securities >=$1mm shown

OAS / Duration



*Only securities >=$1mm shown

Agency/Sovereign Option - Adjusted Analysis

Bond ID #	CUSIP	Security Description	Original Structure	Current Structure	Next Call Date	Proj. Redemp	Par Value	Book Price	Mkt Price	Est. G/L	at Book Price YTPC	at Book Price YTM	at Market Price YTPC	at Market Price YTM	OAS	Eff Dur	Eff Conv
1	3130B4QA2	FHLB 4.55 07/21/28	3.5YrNC1.5Yr	2YrNC1mo	07/21/26	07/21/26	3,000	100.00	100.04	1	4.50	4.50	3.86	3.86	19.6	0.06	0.00
5	3134GW4C7	FHLMC 0.8 10/27/26	6YrNC3mo Berm	0.25YrNC1mo Berm	07/27/26	10/27/26	5,000	90.79	98.97	409	32.93	32.93	4.02	4.02	16.5	0.33	0.00
6	3133ENJC5	FFCB 1.29 12/22/26	5YrNC2Yr Amer	0.5YrNC1mo Amer	07/22/26	12/22/26	5,000	100.00	98.68	-66	1.29	1.29	4.12	4.12	19.8	0.48	0.00
7	912828YX2	T 1 3/4 12/31/26	7Yr Bullet	0.5Yr Bullet		12/31/26	5,000	93.94	98.91	249	14.77	14.77	3.96	3.96	2.5	0.50	0.01
8	3130AQRH8	FHLB 2 02/25/27	5YrNC3mo Berm	0.5YrNC1mo Berm	08/25/26	02/25/27	5,000	91.81	98.61	340	15.67	15.67	4.18	4.18	19.5	0.64	0.01
9	3130AL5A8	FHLB 0.9 02/26/27	6YrNC3mo Berm	0.5YrNC1mo Berm	08/26/26	02/26/27	5,000	89.58	97.90	416	18.49	18.49	4.17	4.17	19.0	0.65	0.01
11	3130ARHJ3	FHLB 3.175 04/19/27	5YrNC1mo	0.75YrNC1mo	08/19/26	04/19/27	5,000	96.03	99.24	160	8.39	8.39	4.15	4.15	15.7	0.76	-0.04
12	3133ERE23	FFCB 4.32 12/02/27	3YrNC2Yr Amer	1.5YrNC5mo Amer	12/02/26	02/01/27	1,000	100.00	99.91	-1	4.32	4.32	4.49	4.39	11.5	0.85	-0.37
15	91282CEW7	T 3 1/4 06/30/27	5Yr Bullet	1Yr Bullet		06/30/27	5,000	97.95	99.16	61	5.38	5.38	4.11	4.11	10.2	0.97	0.02
16	3130B3XP3	FHLB 4 1/2 12/04/29	5YrNC2Yr 1x	3.5YrNC5mo 1x	12/04/26	12/04/26	1,000	100.00	100.05	1	4.49	4.50	4.37	4.48	12.2	0.99	-1.99
17	3130B9WM8	FHLB 4 03/14/28	2YrNC6mo Berm	1.75YrNC2mo Berm	09/14/26	12/14/27	2,500	100.00	99.50	-13	4.00	4.00	4.36	4.30	14.2	1.14	-0.75
18	91282CFM8	T 4 1/8 09/30/27	5Yr Bullet	1.25Yr Bullet		09/30/27	2,500	100.95	99.97	-25	3.35	3.35	4.15	4.15	13.9	1.19	0.03
19	3135G05Y5	FNMA 0 3/4 10/08/27	7Yr Bullet	1.25Yr Bullet		10/08/27	2,000	94.88	95.79	18	4.95	4.95	4.18	4.18	16.9	1.24	0.03
20	3130BB6W0	FHLB 4.35 12/21/28	2.5YrNC6mo Berm	2.5YrNC5mo Berm	12/21/26	03/21/28	2,000	100.00	99.68	-6	4.35	4.35	4.55	4.49	18.2	1.29	-0.84
21	3130BAW52	FHLB 4.32 12/15/28	2.5YrNC6mo Berm	2.5YrNC5mo Berm	12/15/26	03/15/28	1,890	100.00	99.64	-7	4.32	4.32	4.54	4.47	17.8	1.30	-0.91
22	3136GAGW3	FNMA 4.1 08/10/28	3.25YrNC1.3Yr 1x	2YrNC1mo 1x	08/10/26	08/10/28	5,000	100.00	99.71	-15	4.10	4.10	4.24	4.24	20.8	1.30	-2.78
24	91282CFZ9	T 3 7/8 11/30/27	5Yr Bullet	1.5Yr Bullet		11/30/27	3,000	99.63	99.62	0	4.15	4.15	4.15	4.15	14.4	1.36	0.03
27	3134HCE96	FHLMC 4.21 02/26/29	3YrNC5mo Berm	2.5YrNC1mo Berm	08/26/26	08/26/28	1,500	100.00	99.42	-9	4.21	4.21	4.49	4.44	19.4	1.47	-1.28
28	3130BA4X2	FHLB 4 3/4 04/14/31	5YrNC6mo	4.75YrNC3mo	10/14/26	04/14/29	1,520	100.00	99.70	-5	4.75	4.75	4.86	4.82	23.8	1.49	-1.55
29	91282CGH8	T 3 1/2 01/31/28	5Yr Bullet	1.5Yr Bullet		01/31/28	2,000	99.22	98.98	-5	4.02	4.02	4.18	4.18	16.2	1.50	0.04
31	3130B4RC7	FHLB 4 1/2 07/27/29	4.5YrNC2.5Yr 1x	3YrNC1Yr 1x	07/27/27	07/27/27	3,000	100.00	100.06	2	4.50	4.50	4.44	4.48	17.7	1.55	-1.07
32	3130BBAN5	FHLB 4 1/2 06/15/29	3YrNC1Yr Berm	3YrNC11mo Berm	06/15/27	06/15/28	2,000	100.00	99.88	-2	4.50	4.50	4.56	4.54	19.2	1.56	-0.72
34	3133ETXV4	FFCB 3.83 09/15/28	3YrNC1Yr Amer	2.25YrNC2mo Amer	09/15/26	09/15/28	1,400	100.17	98.93	-17	3.75	3.75	4.34	4.34	21.3	1.58	-0.69
35	91282CMW8	T 3 5/8 04/15/28	3Yr Bullet	1.75Yr Bullet		04/15/28	2,000	100.09	99.29	-16	3.70	3.70	4.17	4.17	16.8	1.70	0.05
37	3134HCV48	FHLMC 4 1/4 05/25/29	3YrNC1Yr Berm	2.75YrNC10mo Berm	05/25/27	11/25/28	2,000	100.00	99.33	-13	4.25	4.25	4.54	4.50	27.4	1.77	-0.86
38	91282CND9	T 3 5/8 05/15/28	3Yr Bullet	1.75Yr Bullet		05/15/28	2,000	99.69	99.26	-9	3.92	3.92	4.16	4.16	16.7	1.78	0.05
41	3133EWMX5	FFCB 4.03 04/30/29	3YrNC1Yr Amer	2.75YrNC10mo Amer	04/30/27	04/29/29	2,000	100.00	98.97	-21	4.03	4.03	4.42	4.42	24.3	1.85	-0.57
42	3134HADY6	FHLMC 4 08/14/29	5YrNC6mo Berm	3YrNC1mo Berm	08/14/26	08/14/29	4,000	98.65	98.86	9	4.47	4.47	4.39	4.39	21.2	1.90	-0.85
45	3130B9RD4	FHLB 4 09/10/29	3.5YrNC6mo Berm	3.25YrNC2mo Berm	09/10/26	09/10/29	2,000	100.00	98.86	-23	4.00	4.00	4.39	4.39	19.9	1.93	-0.88
47	3133EWFX3	FFCB 3.7 03/05/29	3YrNC1Yr Amer	2.75YrNC8mo Amer	03/05/27	03/05/29	2,000	99.85	98.37	-30	3.76	3.76	4.35	4.35	26.0	1.97	-0.46
48	91282CPC9	T 3 1/2 10/15/28	3Yr Bullet	2.25Yr Bullet		10/15/28	2,000	99.02	98.54	-9	3.95	3.95	4.17	4.17	19.9	2.16	0.07
49	91282CPK1	T 3 1/2 11/15/28	3Yr Bullet	2.25Yr Bullet		11/15/28	2,000	99.89	98.50	-28	3.55	3.55	4.17	4.17	20.0	2.24	0.07
53	3133ET5K9	FFCB 4.07 06/26/30	4.5YrNC6mo Amer	4YrNC1mo Amer	07/22/26	06/26/30	3,000	99.95	98.51	-43	4.08	4.08	4.48	4.48	28.9	2.35	-1.31
60	3130BAGD3	FHLB 4.2 04/23/31	5YrNC1Yr	4.75YrNC9mo	04/23/27	04/23/31	2,000	100.00	98.70	-26	4.20	4.20	4.50	4.50	25.9	2.56	-1.47
62	3136GCCY9	FNMA 4 01/06/31	5YrNC1Yr	4.5YrNC6mo	01/06/27	01/06/31	4,000	100.00	98.20	-72	4.00	4.00	4.44	4.44	28.1	2.69	-1.05
64	3130B8BF8	FHLB 3.95 11/06/30	5YrNC1Yr Amer	4.25YrNC4mo Amer	11/06/26	11/06/30	830	100.37	97.89	-21	3.86	3.86	4.49	4.49	33.1	2.71	-0.92
67	3133EWPC8	FFCB 4.3 11/12/30	4.5YrNC2Yr Amer	4.25YrNC1.8Yr Amer	05/12/28	10/11/30	2,000	100.00	98.84	-23	4.30	4.30	4.60	4.59	40.4	2.80	-0.59
68	91282CEV9	T 3 1/4 06/30/29	7Yr Bullet	3Yr Bullet		06/30/29	1,000	98.53	97.44	-11	3.77	3.77	4.17	4.17	23.5	2.81	0.11
70	91282CFL0	T 3 7/8 09/30/29	7Yr Bullet	3.25Yr Bullet		09/30/29	5,000	99.54	99.11	-22	4.03	4.03	4.17	4.17	24.9	2.98	0.12
72	91282CFT3	T 4 10/31/29	7Yr Bullet	3.25Yr Bullet		10/31/29	5,000	99.77	99.46	-15	4.08	4.08	4.18	4.18	25.6	3.06	0.13
73	91282CFY2	T 3 7/8 11/30/29	7Yr Bullet	3.5Yr Bullet		11/30/29	5,000	98.84	99.04	10	4.24	4.24	4.18	4.18	26.2	3.15	0.13

Agency/Sovereign Option - Adjusted Analysis

Bond ID #	CUSIP	Security Description	Original Structure	Current Structure	Next Call Date	Proj. Redemp	Par Value	Book Price	Mkt Price	Est. G/L	at Book Price YTPC	at Book Price YTM	at Market Price YTPC	at Market Price YTM	OAS	Eff Dur	Eff Conv
74	3134HCXZ7	FHLMC 3.7 03/10/31	5YrNC1Yr	4.75YrNC8mo	03/10/27	03/10/31	2,000	99.40	97.20	-44	3.84	3.84	4.37	4.37	29.3	3.20	-0.95
75	91282CGB1	T 3 7/8 12/31/29	7Yr Bullet	3.5Yr Bullet		12/31/29	3,000	98.33	99.02	21	4.40	4.40	4.18	4.18	26.5	3.23	0.14
77	91282CGQ8	T 4 02/28/30	7Yr Bullet	3.75Yr Bullet		02/28/30	1,000	100.88	99.41	-15	3.74	3.74	4.17	4.17	26.7	3.32	0.15
81	91282CPA3	T 3 5/8 09/30/30	5Yr Bullet	4.25Yr Bullet		09/30/30	3,000	100.52	97.81	-81	3.49	3.49	4.19	4.19	29.7	3.85	0.19
86	91282CJQ5	T 3 3/4 12/31/30	7Yr Bullet	4.5Yr Bullet		12/31/30	1,000	99.59	98.16	-14	3.85	3.85	4.21	4.21	31.2	4.08	0.21
							128,140	98.18	98.96	991	6.58	6.58	4.25	4.25	20.4	1.70	-0.40

Corporate Bond Option - Adjusted Analysis

Bond ID #	CUSIP	Security Description	Ticker	Cpn	Maturity Date	Opt Call	Cpn Type	Industry Sector	Mdy	S&P	Par Value	Book Price	Mkt Price	Book Yield	Market Yield	WAL	OAS	Eff Dur	Eff Conv
2	61761J3R8	MS 3 1/8 07/27/26	MS	3.13	07/27/26	N	Fixed	Finance	A1	A-	500	96.24	99.88	61.39	4.71	0.08	101.7	0.07	0.00
10	808513BW4	SCHW 3.3 04/01/27	SCHW	3.30	04/01/27	Y	Fixed	Finance	A2	A-	500	95.88	99.34	9.08	4.20	0.75	21.0	0.71	-0.05
13	75973QAA5	RNR 3.45 07/01/27	RNR	3.45	07/01/27	Y	Fixed	Finance	A3	A-	500	95.09	99.14	8.66	4.33	1.00	30.5	0.93	-0.04
14	22550L2K6	UBS 5 07/09/27	UBS	5.00	07/09/27	N	Fixed	Finance	Aa2	A+	500	100.18	100.62	4.81	4.38	1.03	36.1	0.96	0.02
33	718172CE7	PM 3 1/8 03/02/28	PM	3.13	03/02/28	Y	Fixed	Industrial	A2	A-	500	94.88	97.76	6.40	4.53	1.67	50.4	1.56	0.01
43	797440CE2	SRE 4.95 08/15/28	SRE	4.95	08/15/28	Y	Fixed	Utility	A1	A	500	101.87	100.79	3.99	4.54	2.04	52.6	1.91	0.03
44	64952WFP3	NYLIN 4.15 07/25/28	NYLIN	4.15	07/25/28	N	Fixed	Finance	Aa1	AA+	1,500	100.07	99.27	4.11	4.52	2.07	52.3	1.92	0.06
46	06055JQF9	BAC 4.05 02/23/29	BAC	4.05	02/23/29	Y	Fixed	Finance	A1	A-	2,000	100.00	98.41	4.08	4.73	2.65	63.1	1.96	-0.46
52	06406RBN6	BK 4.543 02/01/29	BK	4.54	02/01/29	Y	Variable	Finance	Aa3	A	656	101.08	100.06	3.83	4.50	1.59	-67.8	2.34	0.02
54	6174468G7	MS 4.431 01/23/30	MS	4.43	01/23/30	Y	Variable	Finance	A1	A-	1,000	100.70	99.15	4.14	4.79	2.56	80.8	2.35	0.08
55	46660NBS1	JPM 4 7/8 05/12/31	JPM	4.88	05/12/31	Y	Fixed	Finance	A1	A	2,000	100.00	98.80	4.87	5.18	4.37	84.6	2.47	-1.25
56	89236TPQ2	TOYOTA 4.05 03/13/29	TOYOTA	4.05	03/13/29	N	Fixed	Finance	A1	A+	1,000	99.76	98.85	4.14	4.51	2.70	55.0	2.49	0.09
58	59217GEZ8	MET 3.3 03/21/29	MET	3.30	03/21/29	N	Fixed	Finance	Aa3	AA-	1,500	97.90	96.65	4.12	4.62	2.73	66.5	2.54	0.09
59	023135CG9	AMZN 3.45 04/13/29	AMZN	3.45	04/13/29	Y	Fixed	Services	A1	AA	1,000	98.85	97.53	3.89	4.40	2.79	43.9	2.56	0.05
61	46647PBD7	JPM 3.702 05/06/30	JPM	3.70	05/06/30	Y	Variable	Finance	A1	A	1,500	98.87	97.31	4.13	4.72	2.85	76.3	2.65	0.10
63	67066GAQ7	NVDA 4.35 06/15/29	NVDA	4.35	06/15/29	Y	Fixed	Industrial	Aa1	AA	3,000	99.69	99.64	4.46	4.48	2.96	52.4	2.70	0.08
69	89236TMK8	TOYOTA 4.55 08/09/29	TOYOTA	4.55	08/09/29	N	Fixed	Finance	A1	A+	500	102.12	99.88	3.82	4.59	3.11	64.5	2.82	0.11
71	95004HBB3	WFC 4.15 02/12/31	WFC	4.15	02/12/31	Y	Fixed	Finance	Aa2	A+	2,000	100.00	100.00	4.15	4.15	4.62	-4.2	3.06	-0.44
78	57629TBX4	MASSMU 4.55 05/07/30	MASSMU	4.55	05/07/30	N	Fixed	Finance	Aa3	AA+	1,500	100.48	99.25	4.41	4.76	3.85	84.4	3.47	0.16
79	06406RBK2	BK 4.596 07/26/30	BK	4.60	07/26/30	Y	Variable	Finance	Aa3	A	1,000	102.20	99.79	3.83	4.67	3.07	10.4	3.55	0.10
80	91324PDX7	UNH 2 05/15/30	UNH	2.00	05/15/30	N	Fixed	Services	A2	A+	1,000	91.42	91.01	4.43	4.56	3.88	64.5	3.64	0.17
82	30303MAB8	META 4.2 11/15/30	META	4.20	11/15/30	Y	Fixed	Services	Aa3	AA-	1,500	100.70	98.31	4.02	4.63	4.38	71.2	3.90	0.19
83	023135CT1	AMZN 4.1 11/20/30	AMZN	4.10	11/20/30	Y	Fixed	Services	A1	AA	1,500	100.70	98.24	3.92	4.55	4.39	63.2	3.92	0.19
84	89236TPH2	TOYOTA 4.2 01/10/31	TOYOTA	4.20	01/10/31	N	Fixed	Finance	A1	A+	1,000	99.83	98.11	4.24	4.67	4.53	75.7	3.99	0.21
85	02079KBK2	GOOGL 4.1 02/15/31	GOOGL	4.10	02/15/31	Y	Fixed	Services	Aa2	AA+	1,000	100.60	98.29	3.96	4.51	4.63	60.0	4.07	0.20
87	023135DD5	AMZN 4 1/4 03/13/31	AMZN	4.25	03/13/31	Y	Fixed	Services	A1	AA	1,500	99.68	98.47	4.33	4.62	4.62	70.2	4.12	0.20
88	38151GAJ0	GS 4.1 03/12/31	GS	4.10	03/12/31	N	Fixed	Finance	NR	A+	2,000	100.00	100.00	4.10	4.10	4.70	21.3	4.17	0.23
				4.08							32,656	99.51	98.65	5.22	4.57	3.33	53.0	2.87	-0.04

CD Option - Adjusted Analysis

Bond ID #	CUSIP	Security Description	Ticker	Cpn	Maturity Date	Opt Call	Cpn Type	Industry Sector	Par Value	Book Price	Mkt Price	Book Yield	Market Yield	WAL	OAS	Eff Dur	Eff Conv
23	53229WAE3	LGHOF 4.4 06/18/29	LGHOF	4.40	06/18/29	Y	Fixed	NCD	250	100.00	99.74	4.45	4.54	2.97	14.9	1.32	-0.98
25	77357DAN8	ROCKN 4 1/4 12/30/27	ROCKN	4.25	12/30/27	N	Fixed	NCD	250	100.00	100.22	4.29	4.14	1.50	13.0	1.42	0.03
26	09582YAV4	RICBVA 4.2 12/28/27	RICBVA	4.20	12/28/27	N	Fixed	NCD	240	100.40	100.09	3.93	4.14	1.49	13.3	1.43	0.03
30	178180HL2	RY 3.85 02/14/28	RY	3.85	02/14/28	N	Fixed	NCD	250	100.00	99.56	3.86	4.14	1.62	13.0	1.53	0.04
36	33622PAP8	OLMST 3.9 02/20/29	OLMST	3.90	02/20/29	Y	Fixed	NCD	250	100.00	98.98	3.94	4.37	2.56	18.9	1.71	-0.81
39	65504UAM9	NOBLF 4.1 06/12/28	NOBLF	4.10	06/12/28	N	Fixed	NCD	250	100.00	100.01	4.14	4.14	1.95	14.3	1.83	0.05
40	949764XV1	WFC 4.2 06/20/28	WFC	4.20	06/20/28	N	Fixed	NCD	250	100.00	100.20	4.24	4.14	1.97	14.4	1.85	0.05
50	17290G5W3	C 4 1/2 06/30/29	C	4.50	06/30/29	Y	Fixed	NCD	250	100.00	100.00	4.46	4.46	2.00	31.8	2.25	-0.25
51	05612LLE0	BMWG 4 1/4 12/18/28	BMWG	4.25	12/18/28	N	Fixed	NCD	250	100.00	100.22	4.26	4.16	2.47	20.0	2.31	0.08
57	61776N2D4	MS 3.8 03/12/29	MS	3.80	03/12/29	N	Fixed	NCD	250	100.00	99.06	3.80	4.17	2.70	22.8	2.50	0.09
65	89235MPP0	TOYFBN 4.65 06/13/29	TOYFBN	4.65	06/13/29	N	Fixed	NCD	245	100.00	101.30	4.65	4.18	2.95	24.5	2.72	0.10
66	46659CSR2	JPM 4 01/14/31	JPM	4.00	01/14/31	Y	Fixed	NCD	250	100.00	97.92	3.96	4.47	4.54	30.1	2.76	-1.16
76	61778EQC8	MS 3.95 02/25/30	MS	3.95	02/25/30	N	Fixed	NCD	250	100.00	99.14	3.96	4.21	3.65	30.0	3.31	0.15
				4.16					3,235	100.03	99.72	4.15	4.25	2.49	20.1	2.07	-0.20

Book Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Book Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Book Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	3130B4QA2	FHLB 4.55 07/21/28	3.5YrNC1.5Yr	3,000	100.00	7/21/26	7/21/26	7/21/26	7/21/26	7/21/26	7/21/26	4.50	4.50	4.50	4.50	4.50	4.50
2	61761J3R8	MS 3 1/8 07/27/26	10YrNC6mo	500	96.24	7/27/26	7/27/26	7/27/26	7/27/26	7/27/26	7/27/26	61.39	61.39	61.39	61.39	61.39	61.39
3	PALM1LAIF	LAIF		138,075	100.00	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	3.83	3.83	3.83	3.83	3.83	3.83
4	PALM1CAMP	CAMP Accounts		55,117	100.00	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	3.79	3.79	3.79	3.79	3.79	3.79
5	3134GW4C7	FHLMC 0.8 10/27/26	6YrNC3mo Berm	5,000	90.79	10/27/26	10/27/26	10/27/26	10/27/26	10/27/26	10/27/26	32.93	32.93	32.93	32.93	32.93	32.93
6	3133ENJC5	FFCB 1.29 12/22/26	5YrNC2Yr Amer	5,000	100.00	12/22/26	12/22/26	12/22/26	12/22/26	12/22/26	12/22/26	1.29	1.29	1.29	1.29	1.29	1.29
7	912828YX2	T 1 3/4 12/31/26	7Yr Bullet	5,000	93.94	12/31/26	12/31/26	12/31/26	12/31/26	12/31/26	12/31/26	14.77	14.77	14.77	14.77	14.77	14.77
8	3130AQRH8	FHLB 2 02/25/27	5YrNC3mo Berm	5,000	91.81	2/25/27	2/25/27	2/25/27	2/25/27	2/25/27	2/25/27	15.67	15.67	15.67	15.67	15.67	15.67
9	3130AL5A8	FHLB 0.9 02/26/27	6YrNC3mo Berm	5,000	89.58	2/26/27	2/26/27	2/26/27	2/26/27	2/26/27	2/26/27	18.49	18.49	18.49	18.49	18.49	18.49
10	808513BW4	SCHW 3.3 04/01/27	5.5YrNC5.3Yr Amer	500	95.88	4/1/27	4/1/27	4/1/27	4/1/27	4/1/27	4/1/27	9.08	9.08	9.08	9.08	9.08	9.08
11	3130ARHJ3	FHLB 3.175 04/19/27	5YrNC1mo	5,000	96.03	4/19/27	4/19/27	4/19/27	4/19/27	4/19/27	4/19/27	8.39	8.39	8.39	8.39	8.39	8.39
12	3133ERE23	FFCB 4.32 12/02/27	3YrNC2Yr Amer	1,000	100.00	12/2/27	12/2/27	10/1/27	2/1/27	12/2/26	12/2/26	4.32	4.32	4.32	4.32	4.31	4.31
13	75973QAA5	RNR 3.45 07/01/27	10YrNC9.8Yr Amer	500	95.09	7/1/27	7/1/27	7/1/27	7/1/27	7/1/27	7/1/27	8.66	8.66	8.66	8.66	8.66	8.66
14	22550L2K6	UBS 5 07/09/27	5Yr Bullet	500	100.18	7/9/27	7/9/27	7/9/27	7/9/27	7/9/27	7/9/27	4.81	4.81	4.81	4.81	4.81	4.81
15	91282CEW7	T 3 1/4 06/30/27	5Yr Bullet	5,000	97.95	6/30/27	6/30/27	6/30/27	6/30/27	6/30/27	6/30/27	5.38	5.38	5.38	5.38	5.38	5.38
16	3130B3XP3	FHLB 4 1/2 12/04/29	5YrNC2Yr 1x	1,000	100.00	12/4/29	12/4/29	12/4/26	12/4/26	12/4/26	12/4/26	4.50	4.50	4.49	4.49	4.49	4.49
17	3130B9WM8	FHLB 4 03/14/28	2YrNC6mo Berm	2,500	100.00	3/14/28	3/14/28	3/14/28	12/14/27	9/14/27	9/14/26	4.00	4.00	4.00	4.00	4.00	3.98
18	91282CFM8	T 4 1/8 09/30/27	5Yr Bullet	2,500	100.95	9/30/27	9/30/27	9/30/27	9/30/27	9/30/27	9/30/27	3.35	3.35	3.35	3.35	3.35	3.35
19	3135G05Y5	FNMA 0 3/4 10/08/27	7Yr Bullet	2,000	94.88	10/8/27	10/8/27	10/8/27	10/8/27	10/8/27	10/8/27	4.95	4.95	4.95	4.95	4.95	4.95
20	3130BB6W0	FHLB 4.35 12/21/28	2.5YrNC6mo Berm	2,000	100.00	12/21/28	12/21/28	9/21/28	3/21/28	6/21/27	12/21/26	4.35	4.35	4.35	4.35	4.35	4.35
21	3130BAW52	FHLB 4.32 12/15/28	2.5YrNC6mo Berm	1,890	100.00	12/15/28	12/15/28	9/15/28	3/15/28	6/15/27	12/15/26	4.32	4.32	4.32	4.32	4.32	4.32
22	3136GAGW3	FNMA 4.1 08/10/28	3.25YrNC1.3Yr 1x	5,000	100.00	8/10/28	8/10/28	8/10/28	8/10/28	8/10/26	8/10/26	4.10	4.10	4.10	4.10	4.07	4.07
23	53229WAE3	LGHOF 4.4 06/18/29	3YrNC6mo	250	100.00	6/18/29	6/18/29	6/18/29	6/18/29	6/18/29	2/8/27	4.45	4.45	4.45	4.45	4.45	4.48
24	91282CFZ9	T 3 7/8 11/30/27	5Yr Bullet	3,000	99.63	11/30/27	11/30/27	11/30/27	11/30/27	11/30/27	11/30/27	4.15	4.15	4.15	4.15	4.15	4.15
25	77357DAN8	ROCKN 4 1/4	1.5Yr Bullet	250	100.00	12/30/27	12/30/27	12/30/27	12/30/27	12/30/27	12/30/27	4.29	4.29	4.29	4.29	4.29	4.29
26	09582YAV4	RICBVA 4.2 12/28/27	4Yr Bullet	240	100.40	12/28/27	12/28/27	12/28/27	12/28/27	12/28/27	12/28/27	3.93	3.93	3.93	3.93	3.93	3.93
27	3134HCE96	FHLMC 4.21 02/26/29	3YrNC5mo Berm	1,500	100.00	2/26/29	2/26/29	2/26/29	8/26/28	2/26/28	8/26/26	4.21	4.21	4.21	4.21	4.21	4.19
28	3130BA4X2	FHLB 4 3/4 04/14/31	5YrNC6mo	1,520	100.00	4/14/31	1/14/31	7/14/30	4/14/29	1/14/27	10/14/26	4.75	4.75	4.75	4.75	4.75	4.73
29	91282CGH8	T 3 1/2 01/31/28	5Yr Bullet	2,000	99.22	1/31/28	1/31/28	1/31/28	1/31/28	1/31/28	1/31/28	4.02	4.02	4.02	4.02	4.02	4.02
30	178180HL2	RY 3.85 02/14/28	2Yr Bullet	250	100.00	2/14/28	2/14/28	2/14/28	2/14/28	2/14/28	2/14/28	3.86	3.86	3.86	3.86	3.86	3.86
31	3130B4RC7	FHLB 4 1/2 07/27/29	4.5YrNC2.5Yr 1x	3,000	100.00	7/27/29	7/27/29	7/27/27	7/27/27	7/27/27	7/27/27	4.50	4.50	4.50	4.50	4.50	4.50
32	3130BBAN5	FHLB 4 1/2 06/15/29	3YrNC1Yr Berm	2,000	100.00	6/15/29	6/15/29	12/15/28	6/15/28	6/15/27	6/15/27	4.50	4.50	4.50	4.50	4.50	4.50
33	718172CE7	PM 3 1/8 03/02/28	10.25YrNC10.1Yr	500	94.88	3/2/28	3/2/28	3/2/28	3/2/28	3/2/28	3/2/28	6.40	6.40	6.40	6.40	6.40	6.40

Book Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Book Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Book Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
34	3133ETXV4	FFCB 3.83 09/15/28	3YrNC1Yr Amer	1,400	100.17	9/15/28	9/15/28	9/15/28	9/15/28	9/15/28	4/14/28	3.75	3.75	3.75	3.75	3.75	3.73
35	91282CMW8	T 3 5/8 04/15/28	3Yr Bullet	2,000	100.09	4/15/28	4/15/28	4/15/28	4/15/28	4/15/28	4/15/28	3.70	3.70	3.70	3.70	3.70	3.70
36	33622PAP8	OLMST 3.9 02/20/29	3YrNC6mo	250	100.00	2/20/29	2/20/29	2/20/29	1/20/29	10/20/28	4/20/28	3.94	3.94	3.94	3.94	3.94	3.94
37	3134HCV48	FHLMC 4 1/4 05/25/29	3YrNC1Yr Berm	2,000	100.00	5/25/29	5/25/29	5/25/29	11/25/28	8/25/28	5/25/27	4.25	4.25	4.25	4.25	4.25	4.25
38	91282CND9	T 3 5/8 05/15/28	3Yr Bullet	2,000	99.69	5/15/28	5/15/28	5/15/28	5/15/28	5/15/28	5/15/28	3.92	3.92	3.92	3.92	3.92	3.92
39	65504UAM9	NOBLF 4.1 06/12/28	2Yr Bullet	250	100.00	6/12/28	6/12/28	6/12/28	6/12/28	6/12/28	6/12/28	4.14	4.14	4.14	4.14	4.14	4.14
40	949764XV1	WFC 4.2 06/20/28	2Yr Bullet	250	100.00	6/20/28	6/20/28	6/20/28	6/20/28	6/20/28	6/20/28	4.24	4.24	4.24	4.24	4.24	4.24
41	3133EWMX5	FFCB 4.03 04/30/29	3YrNC1Yr Amer	2,000	100.00	4/30/29	4/30/29	4/30/29	4/29/29	4/29/29	4/29/28	4.03	4.03	4.03	4.03	4.03	4.03
42	3134HADY6	FHLMC 4 08/14/29	5YrNC6mo Berm	4,000	98.65	8/14/29	8/14/29	8/14/29	8/14/29	2/14/29	8/14/28	4.47	4.47	4.47	4.47	4.55	4.67
43	797440CE2	SRE 4.95 08/15/28	5YrNC4.9Yr Amer	500	101.87	8/15/28	7/15/28	7/15/28	7/15/28	7/15/28	7/15/28	4.02	3.99	3.99	3.99	3.99	3.99
44	64952WFP3	NYLIN 4.15 07/25/28	3Yr Bullet	1,500	100.07	7/25/28	7/25/28	7/25/28	7/25/28	7/25/28	7/25/28	4.11	4.11	4.11	4.11	4.11	4.11
45	3130B9RD4	FHLB 4 09/10/29	3.5YrNC6mo Berm	2,000	100.00	9/10/29	9/10/29	9/10/29	9/10/29	3/10/29	6/10/28	4.00	4.00	4.00	4.00	4.00	4.00
46	06055JQF9	BAC 4.05 02/23/29	3YrNC1Yr	2,000	100.00	2/23/29	2/23/29	2/23/29	2/23/29	2/23/29	10/23/28	4.08	4.08	4.08	4.08	4.08	4.08
47	3133EWFX3	FFCB 3.7 03/05/29	3YrNC1Yr Amer	2,000	99.85	3/5/29	3/5/29	3/5/29	3/5/29	3/5/29	1/4/29	3.76	3.76	3.76	3.76	3.76	3.76
48	91282CPC9	T 3 1/2 10/15/28	3Yr Bullet	2,000	99.02	10/15/28	10/15/28	10/15/28	10/15/28	10/15/28	10/15/28	3.95	3.95	3.95	3.95	3.95	3.95
49	91282CPK1	T 3 1/2 11/15/28	3Yr Bullet	2,000	99.89	11/15/28	11/15/28	11/15/28	11/15/28	11/15/28	11/15/28	3.55	3.55	3.55	3.55	3.55	3.55
50	17290G5W3	C 4 1/2 06/30/29	3YrNC2Yr 1x	250	100.00	6/30/29	6/30/29	6/30/29	6/30/28	6/30/28	6/30/28	4.45	4.45	4.45	4.46	4.46	4.46
51	05612LLE0	BMWG 4 1/4 12/18/28	2.5Yr Bullet	250	100.00	12/18/28	12/18/28	12/18/28	12/18/28	12/18/28	12/18/28	4.26	4.26	4.26	4.26	4.26	4.26
52	06406RBN6	BK 4.543 02/01/29	6YrNC5Yr 1x	656	101.08	2/1/28	2/1/28	2/1/28	2/1/28	2/1/28	2/1/28	3.83	3.83	3.83	3.83	3.83	3.83
53	3133ET5K9	FFCB 4.07 06/26/30	4.5YrNC6mo Amer	3,000	99.95	6/26/30	6/26/30	6/26/30	6/26/30	1/25/30	7/25/29	4.08	4.08	4.08	4.08	4.09	4.09
54	6174468G7	MS 4.431 01/23/30	11YrNC10Yr 1x	1,000	100.70	1/23/29	1/23/29	1/23/29	1/23/29	1/23/29	1/23/29	4.14	4.14	4.14	4.14	4.14	4.14
55	46660NBS1	JPM 4 7/8 05/12/31	5YrNC1Yr	2,000	100.00	5/12/31	5/12/31	5/12/31	11/12/30	11/12/29	5/12/28	4.87	4.87	4.87	4.87	4.87	4.87
56	89236TPQ2	TOYOTA 4.05	3YrNC1mo	1,000	99.76	3/13/29	3/13/29	3/13/29	3/13/29	3/13/29	3/13/29	4.14	4.14	4.14	4.14	4.14	4.14
57	61776N2D4	MS 3.8 03/12/29	3Yr Bullet	250	100.00	3/12/29	3/12/29	3/12/29	3/12/29	3/12/29	3/12/29	3.80	3.80	3.80	3.80	3.80	3.80
58	59217GEZ8	MET 3.3 03/21/29	7Yr Bullet	1,500	97.90	3/21/29	3/21/29	3/21/29	3/21/29	3/21/29	3/21/29	4.12	4.12	4.12	4.12	4.12	4.12
59	023135CG9	AMZN 3.45 04/13/29	7YrNC6.8Yr Amer	1,000	98.85	4/13/29	4/13/29	4/13/29	4/13/29	4/13/29	4/13/29	3.89	3.89	3.89	3.89	3.89	3.89
60	3130BAGD3	FHLB 4.2 04/23/31	5YrNC1Yr	2,000	100.00	4/23/31	4/23/31	4/23/31	4/23/31	4/23/30	4/23/28	4.20	4.20	4.20	4.20	4.20	4.20
61	46647PBD7	JPM 3.702 05/06/30	11YrNC10Yr 1x	1,500	98.87	5/6/29	5/6/29	5/6/29	5/6/29	5/6/29	5/6/29	4.13	4.13	4.13	4.13	4.13	4.13
62	3136GCCY9	FNMA 4 01/06/31	5YrNC1Yr	4,000	100.00	1/6/31	1/6/31	1/6/31	1/6/31	1/6/31	1/6/30	4.00	4.00	4.00	4.00	4.00	4.00
63	67066GAQ7	NVDA 4.35 06/15/29	3YrNC2.9Yr Amer	3,000	99.69	6/15/29	6/15/29	6/15/29	6/14/29	5/15/29	5/15/29	4.46	4.46	4.46	4.46	4.47	4.47
64	3130B8BF8	FHLB 3.95 11/06/30	5YrNC1Yr Amer	830	100.37	11/6/30	11/6/30	11/6/30	11/6/30	10/5/30	4/5/30	3.86	3.86	3.86	3.86	3.85	3.84
65	89235MPP0	TOYFBN 4.65	5Yr Bullet	245	100.00	6/13/29	6/13/29	6/13/29	6/13/29	6/13/29	6/13/29	4.65	4.65	4.65	4.65	4.65	4.65
66	46659CSR2	JPM 4 01/14/31	5YrNC1Yr Berm	250	100.00	1/14/31	1/14/31	1/14/31	1/14/31	10/14/30	4/14/30	3.96	3.96	3.96	3.96	3.96	3.96

Book Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Book Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Book Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
67	3133EWPC8	FFCB 4.3 11/12/30	4.5YrNC2Yr Amer	2,000	100.00	11/12/30	11/12/30	11/12/30	10/11/30	4/11/30	7/11/29	4.30	4.30	4.30	4.30	4.30	4.30
68	91282CEV9	T 3 1/4 06/30/29	7Yr Bullet	1,000	98.53	6/30/29	6/30/29	6/30/29	6/30/29	6/30/29	6/30/29	3.77	3.77	3.77	3.77	3.77	3.77
69	89236TMK8	TOYOTA 4.55	5YrNC1mo	500	102.12	8/9/29	8/9/29	8/9/29	8/9/29	8/9/29	8/9/29	3.82	3.82	3.82	3.82	3.82	3.82
70	91282CFL0	T 3 7/8 09/30/29	7Yr Bullet	5,000	99.54	9/30/29	9/30/29	9/30/29	9/30/29	9/30/29	9/30/29	4.03	4.03	4.03	4.03	4.03	4.03
71	95004HBB3	WFC 4.15 02/12/31	5YrNC3Yr	2,000	100.00	2/12/31	2/12/31	2/12/31	2/12/31	5/12/29	2/12/29	4.15	4.15	4.15	4.15	4.15	4.15
72	91282CFT3	T 4 10/31/29	7Yr Bullet	5,000	99.77	10/31/29	10/31/29	10/31/29	10/31/29	10/31/29	10/31/29	4.08	4.08	4.08	4.08	4.08	4.08
73	91282CFY2	T 3 7/8 11/30/29	7Yr Bullet	5,000	98.84	11/30/29	11/30/29	11/30/29	11/30/29	11/30/29	11/30/29	4.24	4.24	4.24	4.24	4.24	4.24
74	3134HCXZ7	FHLMC 3.7 03/10/31	5YrNC1Yr	2,000	99.40	3/10/31	3/10/31	3/10/31	3/10/31	3/10/31	3/10/31	3.84	3.84	3.84	3.84	3.84	3.84
75	91282CGB1	T 3 7/8 12/31/29	7Yr Bullet	3,000	98.33	12/31/29	12/31/29	12/31/29	12/31/29	12/31/29	12/31/29	4.40	4.40	4.40	4.40	4.40	4.40
76	61778EQC8	MS 3.95 02/25/30	4Yr Bullet	250	100.00	2/25/30	2/25/30	2/25/30	2/25/30	2/25/30	2/25/30	3.96	3.96	3.96	3.96	3.96	3.96
77	91282CGQ8	T 4 02/28/30	7Yr Bullet	1,000	100.88	2/28/30	2/28/30	2/28/30	2/28/30	2/28/30	2/28/30	3.74	3.74	3.74	3.74	3.74	3.74
78	57629TBX4	MASSMU 4.55	5Yr Bullet	1,500	100.48	5/7/30	5/7/30	5/7/30	5/7/30	5/7/30	5/7/30	4.41	4.41	4.41	4.41	4.41	4.41
79	06406RBK2	BK 4.596 07/26/30	8YrNC7Yr 1x	1,000	102.20	7/26/29	7/26/29	7/26/29	7/26/29	7/26/29	7/26/29	3.83	3.83	3.83	3.83	3.83	3.83
80	91324PDX7	UNH 2 05/15/30	10YrNC1mo	1,000	91.42	5/15/30	5/15/30	5/15/30	5/15/30	5/15/30	5/15/30	4.43	4.43	4.43	4.43	4.43	4.43
81	91282CPA3	T 3 5/8 09/30/30	5Yr Bullet	3,000	100.52	9/30/30	9/30/30	9/30/30	9/30/30	9/30/30	9/30/30	3.49	3.49	3.49	3.49	3.49	3.49
82	30303MAB8	META 4.2 11/15/30	5YrNC4.9Yr Amer	1,500	100.70	11/15/30	11/15/30	11/15/30	11/15/30	11/15/30	10/15/30	4.02	4.02	4.02	4.02	4.02	4.02
83	023135CT1	AMZN 4.1 11/20/30	5YrNC4.9Yr Amer	1,500	100.70	11/20/30	11/20/30	11/20/30	11/20/30	11/20/30	10/20/30	3.92	3.92	3.92	3.92	3.92	3.92
84	89236TPH2	TOYOTA 4.2 01/10/31	5YrNC1mo	1,000	99.83	1/10/31	1/10/31	1/10/31	1/10/31	1/10/31	1/10/31	4.24	4.24	4.24	4.24	4.24	4.24
85	02079KBK2	GOOGL 4.1 02/15/31	5YrNC4.9Yr Amer	1,000	100.60	2/15/31	2/15/31	2/15/31	2/15/31	2/14/31	1/15/31	3.96	3.96	3.96	3.96	3.96	3.95
86	91282CJQ5	T 3 3/4 12/31/30	7Yr Bullet	1,000	99.59	12/31/30	12/31/30	12/31/30	12/31/30	12/31/30	12/31/30	3.85	3.85	3.85	3.85	3.85	3.85
87	023135DD5	AMZN 4 1/4 03/13/31	5YrNC4.9Yr Amer	1,500	99.68	3/13/31	3/13/31	3/13/31	2/13/31	2/13/31	2/13/31	4.33	4.33	4.33	4.33	4.33	4.33
88	38151GAJ0	GS 4.1 03/12/31	5Yr Bullet	2,000	100.00	3/12/31	3/12/31	3/12/31	3/12/31	3/12/31	3/12/31	4.10	4.10	4.10	4.10	4.10	4.10
				357,223	99.30							5.01	5.00	5.00	5.00	5.00	5.00

Market Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Market Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	3130B4QA2	FHLB 4.55 07/21/28	3.5YrNC1.5Yr	3,000	100.04	7/21/26	7/21/26	7/21/26	7/21/26	7/21/26	7/21/26	3.86	3.86	3.86	3.86	3.86	3.86
2	61761J3R8	MS 3 1/8 07/27/26	10YrNC6mo	500	99.88	7/27/26	7/27/26	7/27/26	7/27/26	7/27/26	7/27/26	4.71	4.71	4.71	4.71	4.71	4.71
3	PALM1LAIF	LAIF		138,075	100.00	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	3.83	3.83	3.83	3.83	3.83	3.83
4	PALM1CAMP	CAMP Accounts		55,117	100.00	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	3.79	3.79	3.79	3.79	3.79	3.79
5	3134GW4C7	FHLMC 0.8 10/27/26	6YrNC3mo Berm	5,000	98.97	10/27/26	10/27/26	10/27/26	10/27/26	10/27/26	10/27/26	4.02	4.02	4.02	4.02	4.02	4.02
6	3133ENJC5	FFCB 1.29 12/22/26	5YrNC2Yr Amer	5,000	98.68	12/22/26	12/22/26	12/22/26	12/22/26	12/22/26	12/22/26	4.12	4.12	4.12	4.12	4.12	4.12
7	912828YX2	T 1 3/4 12/31/26	7Yr Bullet	5,000	98.91	12/31/26	12/31/26	12/31/26	12/31/26	12/31/26	12/31/26	3.96	3.96	3.96	3.96	3.96	3.96
8	3130AQRH8	FHLB 2 02/25/27	5YrNC3mo Berm	5,000	98.61	2/25/27	2/25/27	2/25/27	2/25/27	2/25/27	2/25/27	4.18	4.18	4.18	4.18	4.18	4.18
9	3130AL5A8	FHLB 0.9 02/26/27	6YrNC3mo Berm	5,000	97.90	2/26/27	2/26/27	2/26/27	2/26/27	2/26/27	2/26/27	4.17	4.17	4.17	4.17	4.17	4.17
10	808513BW4	SCHW 3.3 04/01/27	5.5YrNC5.3Yr Amer	500	99.34	4/1/27	4/1/27	4/1/27	4/1/27	4/1/27	4/1/27	4.20	4.20	4.20	4.20	4.20	4.20
11	3130ARHJ3	FHLB 3.175 04/19/27	5YrNC1mo	5,000	99.24	4/19/27	4/19/27	4/19/27	4/19/27	4/19/27	4/19/27	4.15	4.15	4.15	4.15	4.15	4.15
12	3133ERE23	FFCB 4.32 12/02/27	3YrNC2Yr Amer	1,000	99.91	12/2/27	12/2/27	10/1/27	2/1/27	12/2/26	12/2/26	4.39	4.39	4.40	4.49	4.54	4.54
13	75973QAA5	RNR 3.45 07/01/27	10YrNC9.8Yr Amer	500	99.14	7/1/27	7/1/27	7/1/27	7/1/27	7/1/27	7/1/27	4.33	4.33	4.33	4.33	4.33	4.33
14	22550L2K6	UBS 5 07/09/27	5Yr Bullet	500	100.62	7/9/27	7/9/27	7/9/27	7/9/27	7/9/27	7/9/27	4.38	4.38	4.38	4.38	4.38	4.38
15	91282CEW7	T 3 1/4 06/30/27	5Yr Bullet	5,000	99.16	6/30/27	6/30/27	6/30/27	6/30/27	6/30/27	6/30/27	4.11	4.11	4.11	4.11	4.11	4.11
16	3130B3XP3	FHLB 4 1/2 12/04/29	5YrNC2Yr 1x	1,000	100.05	12/4/29	12/4/29	12/4/26	12/4/26	12/4/26	12/4/26	4.48	4.48	4.37	4.37	4.37	4.37
17	3130B9WM8	FHLB 4 03/14/28	2YrNC6mo Berm	2,500	99.50	3/14/28	3/14/28	3/14/28	12/14/27	9/14/27	9/14/26	4.30	4.30	4.30	4.36	4.43	6.45
18	91282CFM8	T 4 1/8 09/30/27	5Yr Bullet	2,500	99.97	9/30/27	9/30/27	9/30/27	9/30/27	9/30/27	9/30/27	4.15	4.15	4.15	4.15	4.15	4.15
19	3135G05Y5	FNMA 0 3/4 10/08/27	7Yr Bullet	2,000	95.79	10/8/27	10/8/27	10/8/27	10/8/27	10/8/27	10/8/27	4.18	4.18	4.18	4.18	4.18	4.18
20	3130BB6W0	FHLB 4.35 12/21/28	2.5YrNC6mo Berm	2,000	99.68	12/21/28	12/21/28	9/21/28	3/21/28	6/21/27	12/21/26	4.49	4.49	4.51	4.55	4.69	5.04
21	3130BAW52	FHLB 4.32 12/15/28	2.5YrNC6mo Berm	1,890	99.64	12/15/28	12/15/28	9/15/28	3/15/28	6/15/27	12/15/26	4.47	4.47	4.49	4.54	4.70	5.12
22	3136GAGW3	FNMA 4.1 08/10/28	3.25YrNC1.3Yr 1x	5,000	99.71	8/10/28	8/10/28	8/10/28	8/10/28	8/10/26	8/10/26	4.24	4.24	4.24	4.24	6.71	6.71
23	53229WAE3	LGHOF 4.4 06/18/29	3YrNC6mo	250	99.74	6/18/29	6/18/29	6/18/29	6/18/29	6/18/29	2/8/27	4.54	4.54	4.54	4.54	4.54	4.93
24	91282CFZ9	T 3 7/8 11/30/27	5Yr Bullet	3,000	99.62	11/30/27	11/30/27	11/30/27	11/30/27	11/30/27	11/30/27	4.15	4.15	4.15	4.15	4.15	4.15
25	77357DAN8	ROCKN 4 1/4	1.5Yr Bullet	250	100.22	12/30/27	12/30/27	12/30/27	12/30/27	12/30/27	12/30/27	4.14	4.14	4.14	4.14	4.14	4.14
26	09582YAV4	RICBVA 4.2 12/28/27	4Yr Bullet	240	100.09	12/28/27	12/28/27	12/28/27	12/28/27	12/28/27	12/28/27	4.14	4.14	4.14	4.14	4.14	4.14
27	3134HCE96	FHLMC 4.21 02/26/29	3YrNC5mo Berm	1,500	99.42	2/26/29	2/26/29	2/26/29	8/26/28	2/26/28	8/26/26	4.44	4.44	4.44	4.49	4.57	7.99
28	3130BA4X2	FHLB 4 3/4 04/14/31	5YrNC6mo	1,520	99.70	4/14/31	1/14/31	7/14/30	4/14/29	1/14/27	10/14/26	4.82	4.82	4.83	4.86	5.33	5.79
29	91282CGH8	T 3 1/2 01/31/28	5Yr Bullet	2,000	98.98	1/31/28	1/31/28	1/31/28	1/31/28	1/31/28	1/31/28	4.18	4.18	4.18	4.18	4.18	4.18
30	178180HL2	RY 3.85 02/14/28	2Yr Bullet	250	99.56	2/14/28	2/14/28	2/14/28	2/14/28	2/14/28	2/14/28	4.14	4.14	4.14	4.14	4.14	4.14
31	3130B4RC7	FHLB 4 1/2 07/27/29	4.5YrNC2.5Yr 1x	3,000	100.06	7/27/29	7/27/29	7/27/27	7/27/27	7/27/27	7/27/27	4.48	4.48	4.44	4.44	4.44	4.44
32	3130BBAN5	FHLB 4 1/2 06/15/29	3YrNC1Yr Berm	2,000	99.88	6/15/29	6/15/29	12/15/28	6/15/28	6/15/27	6/15/27	4.54	4.54	4.55	4.56	4.63	4.63
33	718172CE7	PM 3 1/8 03/02/28	10.25YrNC10.1Yr	500	97.76	3/2/28	3/2/28	3/2/28	3/2/28	3/2/28	3/2/28	4.53	4.53	4.53	4.53	4.53	4.53

Market Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Market Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
34	3133ETXV4	FFCB 3.83 09/15/28	3YrNC1Yr Amer	1,400	98.93	9/15/28	9/15/28	9/15/28	9/15/28	9/15/28	4/14/28	4.34	4.34	4.34	4.34	4.34	4.46
35	91282CMW8	T 3 5/8 04/15/28	3Yr Bullet	2,000	99.29	4/15/28	4/15/28	4/15/28	4/15/28	4/15/28	4/15/28	4.17	4.17	4.17	4.17	4.17	4.17
36	33622PAP8	OLMST 3.9 02/20/29	3YrNC6mo	250	98.98	2/20/29	2/20/29	2/20/29	1/20/29	10/20/28	4/20/28	4.36	4.36	4.36	4.37	4.41	4.53
37	3134HCV48	FHLMC 4 1/4 05/25/29	3YrNC1Yr Berm	2,000	99.33	5/25/29	5/25/29	5/25/29	11/25/28	8/25/28	5/25/27	4.50	4.50	4.50	4.54	4.58	5.01
38	91282CND9	T 3 5/8 05/15/28	3Yr Bullet	2,000	99.26	5/15/28	5/15/28	5/15/28	5/15/28	5/15/28	5/15/28	4.16	4.16	4.16	4.16	4.16	4.16
39	65504UAM9	NOBLF 4.1 06/12/28	2Yr Bullet	250	100.01	6/12/28	6/12/28	6/12/28	6/12/28	6/12/28	6/12/28	4.14	4.14	4.14	4.14	4.14	4.14
40	949764XV1	WFC 4.2 06/20/28	2Yr Bullet	250	100.20	6/20/28	6/20/28	6/20/28	6/20/28	6/20/28	6/20/28	4.14	4.14	4.14	4.14	4.14	4.14
41	3133EWMX5	FFCB 4.03 04/30/29	3YrNC1Yr Amer	2,000	98.97	4/30/29	4/30/29	4/30/29	4/29/29	4/29/29	4/29/28	4.42	4.42	4.42	4.42	4.42	4.62
42	3134HADY6	FHLMC 4 08/14/29	5YrNC6mo Berm	4,000	98.86	8/14/29	8/14/29	8/14/29	8/14/29	2/14/29	8/14/28	4.39	4.39	4.39	4.39	4.46	4.57
43	797440CE2	SRE 4.95 08/15/28	5YrNC4.9Yr Amer	500	100.79	8/15/28	7/15/28	7/15/28	7/15/28	7/15/28	7/15/28	4.55	4.54	4.54	4.54	4.54	4.54
44	64952WFP3	NYLIN 4.15 07/25/28	3Yr Bullet	1,500	99.27	7/25/28	7/25/28	7/25/28	7/25/28	7/25/28	7/25/28	4.52	4.52	4.52	4.52	4.52	4.52
45	3130B9RD4	FHLB 4 09/10/29	3.5YrNC6mo Berm	2,000	98.86	9/10/29	9/10/29	9/10/29	9/10/29	3/10/29	6/10/28	4.39	4.39	4.39	4.39	4.45	4.62
46	06055JQF9	BAC 4.05 02/23/29	3YrNC1Yr	2,000	98.41	2/23/29	2/23/29	2/23/29	2/23/29	2/23/29	10/23/28	4.73	4.73	4.73	4.73	4.73	4.82
47	3133EWFX3	FFCB 3.7 03/05/29	3YrNC1Yr Amer	2,000	98.37	3/5/29	3/5/29	3/5/29	3/5/29	3/5/29	1/4/29	4.35	4.35	4.35	4.35	4.35	4.39
48	91282CPC9	T 3 1/2 10/15/28	3Yr Bullet	2,000	98.54	10/15/28	10/15/28	10/15/28	10/15/28	10/15/28	10/15/28	4.17	4.17	4.17	4.17	4.17	4.17
49	91282CPK1	T 3 1/2 11/15/28	3Yr Bullet	2,000	98.50	11/15/28	11/15/28	11/15/28	11/15/28	11/15/28	11/15/28	4.17	4.17	4.17	4.17	4.17	4.17
50	17290G5W3	C 4 1/2 06/30/29	3YrNC2Yr 1x	250	100.00	6/30/29	6/30/29	6/30/29	6/30/28	6/30/28	6/30/28	4.45	4.45	4.45	4.46	4.46	4.46
51	05612LLE0	BMWG 4 1/4 12/18/28	2.5Yr Bullet	250	100.22	12/18/28	12/18/28	12/18/28	12/18/28	12/18/28	12/18/28	4.16	4.16	4.16	4.16	4.16	4.16
52	06406RBN6	BK 4.543 02/01/29	6YrNC5Yr 1x	656	100.06	2/1/28	2/1/28	2/1/28	2/1/28	2/1/28	2/1/28	4.50	4.50	4.50	4.50	4.50	4.50
53	3133ET5K9	FFCB 4.07 06/26/30	4.5YrNC6mo Amer	3,000	98.51	6/26/30	6/26/30	6/26/30	6/26/30	1/25/30	7/25/29	4.48	4.48	4.48	4.48	4.53	4.60
54	6174468G7	MS 4.431 01/23/30	11YrNC10Yr 1x	1,000	99.15	1/23/29	1/23/29	1/23/29	1/23/29	1/23/29	1/23/29	4.79	4.79	4.79	4.79	4.79	4.79
55	46660NBS1	JPM 4 7/8 05/12/31	5YrNC1Yr	2,000	98.80	5/12/31	5/12/31	5/12/31	11/12/30	11/12/29	5/12/28	5.16	5.16	5.16	5.18	5.27	5.56
56	89236TPQ2	TOYOTA 4.05	3YrNC1mo	1,000	98.85	3/13/29	3/13/29	3/13/29	3/13/29	3/13/29	3/13/29	4.51	4.51	4.51	4.51	4.51	4.51
57	61776N2D4	MS 3.8 03/12/29	3Yr Bullet	250	99.06	3/12/29	3/12/29	3/12/29	3/12/29	3/12/29	3/12/29	4.17	4.17	4.17	4.17	4.17	4.17
58	59217GEZ8	MET 3.3 03/21/29	7Yr Bullet	1,500	96.65	3/21/29	3/21/29	3/21/29	3/21/29	3/21/29	3/21/29	4.62	4.62	4.62	4.62	4.62	4.62
59	023135CG9	AMZN 3.45 04/13/29	7YrNC6.8Yr Amer	1,000	97.53	4/13/29	4/13/29	4/13/29	4/13/29	4/13/29	4/13/29	4.40	4.40	4.40	4.40	4.40	4.40
60	3130BAGD3	FHLB 4.2 04/23/31	5YrNC1Yr	2,000	98.70	4/23/31	4/23/31	4/23/31	4/23/31	4/23/30	4/23/28	4.50	4.50	4.50	4.50	4.57	4.95
61	46647PBD7	JPM 3.702 05/06/30	11YrNC10Yr 1x	1,500	97.31	5/6/29	5/6/29	5/6/29	5/6/29	5/6/29	5/6/29	4.72	4.72	4.72	4.72	4.72	4.72
62	3136GCCY9	FNMA 4 01/06/31	5YrNC1Yr	4,000	98.20	1/6/31	1/6/31	1/6/31	1/6/31	1/6/31	1/6/30	4.44	4.44	4.44	4.44	4.44	4.56
63	67066GAQ7	NVDA 4.35 06/15/29	3YrNC2.9Yr Amer	3,000	99.64	6/15/29	6/15/29	6/15/29	6/14/29	5/15/29	5/15/29	4.48	4.48	4.48	4.48	4.49	4.49
64	3130B8BF8	FHLB 3.95 11/06/30	5YrNC1Yr Amer	830	97.89	11/6/30	11/6/30	11/6/30	11/6/30	10/5/30	4/5/30	4.49	4.49	4.49	4.49	4.50	4.57
65	89235MPP0	TOYFBN 4.65	5Yr Bullet	245	101.30	6/13/29	6/13/29	6/13/29	6/13/29	6/13/29	6/13/29	4.18	4.18	4.18	4.18	4.18	4.18
66	46659CSR2	JPM 4 01/14/31	5YrNC1Yr Berm	250	97.92	1/14/31	1/14/31	1/14/31	1/14/31	10/14/30	4/14/30	4.47	4.47	4.47	4.47	4.50	4.56

Market Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Market Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
67	3133EWPC8	FFCB 4.3 11/12/30	4.5YrNC2Yr Amer	2,000	98.84	11/12/30	11/12/30	11/12/30	10/11/30	4/11/30	7/11/29	4.59	4.59	4.59	4.60	4.64	4.71
68	91282CEV9	T 3 1/4 06/30/29	7Yr Bullet	1,000	97.44	6/30/29	6/30/29	6/30/29	6/30/29	6/30/29	6/30/29	4.17	4.17	4.17	4.17	4.17	4.17
69	89236TMK8	TOYOTA 4.55	5YrNC1mo	500	99.88	8/9/29	8/9/29	8/9/29	8/9/29	8/9/29	8/9/29	4.59	4.59	4.59	4.59	4.59	4.59
70	91282CFL0	T 3 7/8 09/30/29	7Yr Bullet	5,000	99.11	9/30/29	9/30/29	9/30/29	9/30/29	9/30/29	9/30/29	4.17	4.17	4.17	4.17	4.17	4.17
71	95004HBB3	WFC 4.15 02/12/31	5YrNC3Yr	2,000	100.00	2/12/31	2/12/31	2/12/31	2/12/31	5/12/29	2/12/29	4.15	4.15	4.15	4.15	4.15	4.15
72	91282CFT3	T 4 10/31/29	7Yr Bullet	5,000	99.46	10/31/29	10/31/29	10/31/29	10/31/29	10/31/29	10/31/29	4.18	4.18	4.18	4.18	4.18	4.18
73	91282CFY2	T 3 7/8 11/30/29	7Yr Bullet	5,000	99.04	11/30/29	11/30/29	11/30/29	11/30/29	11/30/29	11/30/29	4.18	4.18	4.18	4.18	4.18	4.18
74	3134HCXZ7	FHLMC 3.7 03/10/31	5YrNC1Yr	2,000	97.20	3/10/31	3/10/31	3/10/31	3/10/31	3/10/31	3/10/31	4.37	4.37	4.37	4.37	4.37	4.37
75	91282CGB1	T 3 7/8 12/31/29	7Yr Bullet	3,000	99.02	12/31/29	12/31/29	12/31/29	12/31/29	12/31/29	12/31/29	4.18	4.18	4.18	4.18	4.18	4.18
76	61778EQC8	MS 3.95 02/25/30	4Yr Bullet	250	99.14	2/25/30	2/25/30	2/25/30	2/25/30	2/25/30	2/25/30	4.21	4.21	4.21	4.21	4.21	4.21
77	91282CGQ8	T 4 02/28/30	7Yr Bullet	1,000	99.41	2/28/30	2/28/30	2/28/30	2/28/30	2/28/30	2/28/30	4.17	4.17	4.17	4.17	4.17	4.17
78	57629TBX4	MASSMU 4.55	5Yr Bullet	1,500	99.25	5/7/30	5/7/30	5/7/30	5/7/30	5/7/30	5/7/30	4.76	4.76	4.76	4.76	4.76	4.76
79	06406RBK2	BK 4.596 07/26/30	8YrNC7Yr 1x	1,000	99.79	7/26/29	7/26/29	7/26/29	7/26/29	7/26/29	7/26/29	4.67	4.67	4.67	4.67	4.67	4.67
80	91324PDX7	UNH 2 05/15/30	10YrNC1mo	1,000	91.01	5/15/30	5/15/30	5/15/30	5/15/30	5/15/30	5/15/30	4.56	4.56	4.56	4.56	4.56	4.56
81	91282CPA3	T 3 5/8 09/30/30	5Yr Bullet	3,000	97.81	9/30/30	9/30/30	9/30/30	9/30/30	9/30/30	9/30/30	4.19	4.19	4.19	4.19	4.19	4.19
82	30303MAB8	META 4.2 11/15/30	5YrNC4.9Yr Amer	1,500	98.31	11/15/30	11/15/30	11/15/30	11/15/30	11/15/30	10/15/30	4.63	4.63	4.63	4.63	4.63	4.64
83	023135CT1	AMZN 4.1 11/20/30	5YrNC4.9Yr Amer	1,500	98.24	11/20/30	11/20/30	11/20/30	11/20/30	11/20/30	10/20/30	4.55	4.55	4.55	4.55	4.55	4.55
84	89236TPH2	TOYOTA 4.2 01/10/31	5YrNC1mo	1,000	98.11	1/10/31	1/10/31	1/10/31	1/10/31	1/10/31	1/10/31	4.67	4.67	4.67	4.67	4.67	4.67
85	02079KBK2	GOOGL 4.1 02/15/31	5YrNC4.9Yr Amer	1,000	98.29	2/15/31	2/15/31	2/15/31	2/15/31	2/14/31	1/15/31	4.51	4.51	4.51	4.51	4.51	4.52
86	91282CJQ5	T 3 3/4 12/31/30	7Yr Bullet	1,000	98.16	12/31/30	12/31/30	12/31/30	12/31/30	12/31/30	12/31/30	4.21	4.21	4.21	4.21	4.21	4.21
87	023135DD5	AMZN 4 1/4 03/13/31	5YrNC4.9Yr Amer	1,500	98.47	3/13/31	3/13/31	3/13/31	2/13/31	2/13/31	2/13/31	4.61	4.61	4.61	4.62	4.62	4.62
88	38151GAJ0	GS 4.1 03/12/31	5Yr Bullet	2,000	100.00	3/12/31	3/12/31	3/12/31	3/12/31	3/12/31	3/12/31	4.10	4.10	4.10	4.10	4.10	4.10
				357,223	99.50							4.04	4.04	4.04	4.04	4.09	4.14

Percentage Price Change / 12 Month Total Return

						Price Change - Instantaneous Rate Shock						Projected TRR - 12mo. Horizon					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	3130B4QA2	FHLB 4.55 07/21/28	3.5YrNC1.5Yr	3,000	100.04	-0.06	-0.03	-0.01	0.00	0.01	0.03	4.16	3.95	3.84	3.74	3.64	3.53
2	61761J3R8	MS 3 1/8 07/27/26	10YrNC6mo	500	99.88	-0.08	-0.04	-0.02	0.00	0.02	0.04	4.21	4.01	3.91	3.81	3.71	3.61
3	PALM1LAIF	LAIF		138,075	100.00	-0.09	-0.04	-0.02	0.00	0.02	0.04	4.21	3.98	3.86	3.74	3.62	3.50
4	PALM1CAMP	CAMP Accounts		55,117	100.00	-0.09	-0.04	-0.02	0.00	0.02	0.04	4.21	3.97	3.86	3.74	3.62	3.50
5	3134GW4C7	FHLMC 0.8 10/27/26	6YrNC3mo Berm	5,000	98.97	-0.33	-0.16	-0.08	0.00	0.08	0.16	4.21	4.02	3.92	3.83	3.73	3.64
6	3133ENJC5	FFCB 1.29 12/22/26	5YrNC2Yr Amer	5,000	98.68	-0.48	-0.24	-0.12	0.00	0.12	0.24	4.26	4.09	4.00	3.92	3.83	3.74
7	912828YX2	T 1 3/4 12/31/26	7Yr Bullet	5,000	98.91	-0.50	-0.25	-0.13	0.00	0.13	0.25	4.21	4.03	3.94	3.85	3.76	3.67
8	3130AQRH8	FHLB 2 02/25/27	5YrNC3mo Berm	5,000	98.61	-0.65	-0.32	-0.16	0.00	0.16	0.33	4.28	4.15	4.09	4.02	3.96	3.89
9	3130AL5A8	FHLB 0.9 02/26/27	6YrNC3mo Berm	5,000	97.90	-0.65	-0.33	-0.16	0.00	0.16	0.33	4.28	4.15	4.08	4.02	3.96	3.89
10	808513BW4	SCHW 3.3 04/01/27	5.5YrNC5.3Yr Amer	500	99.34	-0.73	-0.36	-0.18	0.00	0.18	0.35	4.29	4.19	4.13	4.08	4.02	3.97
11	3130ARHJ3	FHLB 3.175 04/19/27	5YrNC1mo	5,000	99.24	-0.78	-0.39	-0.19	0.00	0.19	0.38	4.23	4.15	4.10	4.06	4.02	3.98
12	3133ERE23	FFCB 4.32 12/02/27	3YrNC2Yr Amer	1,000	99.91	-1.05	-0.48	-0.22	0.00	0.20	0.36	4.12	4.32	4.40	4.17	3.97	3.87
13	75973QAA5	RNR 3.45 07/01/27	10YrNC9.8Yr Amer	500	99.14	-0.95	-0.47	-0.24	0.00	0.23	0.47	4.33	4.32	4.32	4.32	4.32	4.31
14	22550L2K6	UBS 5 07/09/27	5Yr Bullet	500	100.62	-0.98	-0.49	-0.25	0.00	0.25	0.50	4.36	4.36	4.36	4.36	4.36	4.37
15	91282CEW7	T 3 1/4 06/30/27	5Yr Bullet	5,000	99.16	-0.96	-0.48	-0.24	0.00	0.24	0.49	4.11	4.11	4.11	4.11	4.11	4.11
16	3130B3XP3	FHLB 4 1/2 12/04/29	5YrNC2Yr 1x	1,000	100.05	-1.83	-0.68	-0.31	0.00	0.19	0.34	3.16	4.25	4.10	4.00	3.91	3.81
17	3130B9WM8	FHLB 4 03/14/28	2YrNC6mo Berm	2,500	99.50	-1.38	-0.65	-0.31	0.00	0.26	0.48	3.76	4.08	4.24	4.38	4.51	4.07
18	91282CFM8	T 4 1/8 09/30/27	5Yr Bullet	2,500	99.97	-1.19	-0.60	-0.30	0.00	0.30	0.60	3.95	4.07	4.13	4.19	4.24	4.30
19	3135G05Y5	FNMA 0 3/4 10/08/27	7Yr Bullet	2,000	95.79	-1.22	-0.62	-0.31	0.00	0.31	0.62	3.95	4.09	4.16	4.23	4.30	4.37
20	3130BB6W0	FHLB 4.35 12/21/28	2.5YrNC6mo Berm	2,000	99.68	-1.67	-0.75	-0.35	0.00	0.30	0.53	3.46	4.06	4.33	4.54	4.65	4.18
21	3130BAW52	FHLB 4.32 12/15/28	2.5YrNC6mo Berm	1,890	99.64	-1.67	-0.75	-0.35	0.00	0.30	0.54	3.45	4.04	4.31	4.53	4.64	4.18
22	3136GAGW3	FNMA 4.1 08/10/28	3.25YrNC1.3Yr 1x	5,000	99.71	-1.87	-0.90	-0.42	0.00	0.24	0.35	3.23	3.73	3.98	4.24	3.95	3.84
23	53229WAE3	LGHOF 4.4 06/18/29	3YrNC6mo	250	99.74	-1.77	-0.78	-0.36	0.00	0.30	0.53	3.34	4.04	4.34	4.57	4.75	4.30
24	91282CFZ9	T 3 7/8 11/30/27	5Yr Bullet	3,000	99.62	-1.34	-0.68	-0.34	0.00	0.34	0.68	3.80	4.00	4.10	4.20	4.30	4.40
25	77357DAN8	ROCKN 4 1/4 12/30/2	1.5Yr Bullet	250	100.22	-1.40	-0.71	-0.35	0.00	0.36	0.71	3.71	3.94	4.06	4.17	4.29	4.41
26	09582YAV4	RICBVA 4.2 12/28/27	4Yr Bullet	240	100.09	-1.41	-0.71	-0.36	0.00	0.36	0.72	3.71	3.94	4.06	4.18	4.30	4.42
27	3134HCE96	FHLMC 4.21 02/26/29	3YrNC5mo Berm	1,500	99.42	-1.88	-0.86	-0.41	0.00	0.33	0.59	3.22	3.90	4.20	4.48	4.70	4.19
28	3130BA4X2	FHLB 4 3/4 04/14/31	5YrNC6mo	1,520	99.70	-2.26	-0.95	-0.42	0.00	0.32	0.53	3.07	4.13	4.55	4.86	4.50	4.12
29	91282CGH8	T 3 1/2 01/31/28	5Yr Bullet	2,000	98.98	-1.50	-0.76	-0.38	0.00	0.38	0.76	3.64	3.92	4.06	4.19	4.33	4.47
30	178180HL2	RY 3.85 02/14/28	2Yr Bullet	250	99.56	-1.53	-0.77	-0.39	0.00	0.39	0.78	3.57	3.86	4.01	4.15	4.30	4.45
31	3130B4RC7	FHLB 4 1/2 07/27/29	4.5YrNC2.5Yr 1x	3,000	100.06	-1.96	-0.88	-0.43	0.00	0.36	0.69	3.20	4.12	4.44	4.46	4.47	4.49
32	3130BBAN5	FHLB 4 1/2 06/15/29	3YrNC1Yr Berm	2,000	99.88	-1.89	-0.87	-0.41	0.00	0.37	0.70	3.26	3.97	4.27	4.51	4.57	4.56
33	718172CE7	PM 3 1/8 03/02/28	10.25YrNC10.1Yr A	500	97.76	-1.57	-0.79	-0.39	0.00	0.40	0.79	3.90	4.22	4.38	4.54	4.70	4.86
34	3133ETXV4	FFCB 3.83 09/15/28	3YrNC1Yr Amer	1,400	98.93	-1.81	-0.86	-0.42	0.00	0.38	0.71	3.31	3.85	4.11	4.36	4.59	4.78
35	91282CMW8	T 3 5/8 04/15/28	3Yr Bullet	2,000	99.29	-1.69	-0.85	-0.43	0.00	0.43	0.86	3.42	3.79	3.98	4.17	4.35	4.54
36	33622PAP8	OLMST 3.9 02/20/29	3YrNC6mo	250	98.98	-2.00	-0.94	-0.45	0.00	0.40	0.74	3.04	3.74	4.07	4.37	4.64	4.86

Percentage Price Change / 12 Month Total Return

						Price Change - Instantaneous Rate Shock						Projected TRR - 12mo. Horizon					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
37	3134HCV48	FHLMC 4 1/4 05/25/29	3YrNC1Yr Berm	2,000	99.33	-2.08	-0.97	-0.47	0.00	0.41	0.80	3.08	3.84	4.19	4.50	4.76	4.83
38	91282CND9	T 3 5/8 05/15/28	3Yr Bullet	2,000	99.26	-1.76	-0.89	-0.44	0.00	0.45	0.90	3.33	3.74	3.94	4.15	4.36	4.56
39	65504UAM9	NOBLF 4.1 06/12/28	2Yr Bullet	250	100.01	-1.81	-0.91	-0.46	0.00	0.46	0.92	3.23	3.67	3.89	4.11	4.33	4.55
40	949764XV1	WFC 4.2 06/20/28	2Yr Bullet	250	100.20	-1.83	-0.92	-0.46	0.00	0.46	0.93	3.21	3.66	3.88	4.11	4.33	4.56
41	3133EWMX5	FFCB 4.03 04/30/29	3YrNC1Yr Amer	2,000	98.97	-2.12	-1.00	-0.48	0.00	0.45	0.84	2.98	3.74	4.09	4.41	4.70	4.92
42	3134HADY6	FHLMC 4 08/14/29	5YrNC6mo Berm	4,000	98.86	-2.29	-1.07	-0.51	0.00	0.45	0.82	2.78	3.64	4.04	4.40	4.73	4.98
43	797440CE2	SRE 4.95 08/15/28	5YrNC4.9Yr Amer	500	100.79	-1.93	-0.97	-0.49	0.00	0.49	0.98	3.49	3.99	4.23	4.48	4.72	4.96
44	64952WFP3	NYLIN 4.15 07/25/28	3Yr Bullet	1,500	99.27	-1.93	-0.97	-0.49	0.00	0.49	0.99	3.49	3.98	4.22	4.47	4.71	4.96
45	3130B9RD4	FHLB 4 09/10/29	3.5YrNC6mo Berm	2,000	98.86	-2.32	-1.08	-0.51	0.00	0.46	0.83	2.74	3.62	4.03	4.40	4.73	4.99
46	06055JQF9	BAC 4.05 02/23/29	3YrNC1Yr	2,000	98.41	-2.15	-1.04	-0.50	0.00	0.47	0.90	3.29	4.02	4.37	4.71	5.02	5.31
47	3133EWFX3	FFCB 3.7 03/05/29	3YrNC1Yr Amer	2,000	98.37	-2.19	-1.05	-0.51	0.00	0.48	0.92	2.91	3.64	3.99	4.33	4.64	4.93
48	91282CPC9	T 3 1/2 10/15/28	3Yr Bullet	2,000	98.54	-2.14	-1.08	-0.54	0.00	0.54	1.09	2.90	3.50	3.80	4.10	4.41	4.71
49	91282CPK1	T 3 1/2 11/15/28	3Yr Bullet	2,000	98.50	-2.21	-1.11	-0.56	0.00	0.56	1.13	2.81	3.45	3.77	4.09	4.41	4.74
50	17290G5W3	C 4 1/2 06/30/29	3YrNC2Yr 1x	250	100.00	-2.37	-1.16	-0.57	0.00	0.55	1.10	2.79	3.60	3.97	4.32	4.65	4.94
51	05612LLE0	BMWG 4 1/4 12/18/28	2.5Yr Bullet	250	100.22	-2.27	-1.15	-0.58	0.00	0.58	1.17	2.72	3.40	3.73	4.07	4.42	4.76
52	06406RBN6	BK 4.543 02/01/29	6YrNC5Yr 1x	656	100.06	-2.37	-1.19	-0.60	0.00	0.60	1.19	1.76	2.47	2.83	3.18	3.54	3.90
53	3133ET5K9	FFCB 4.07 06/26/30	4.5YrNC6mo Amer	3,000	98.51	-2.78	-1.30	-0.62	0.00	0.54	1.01	2.34	3.50	4.03	4.51	4.94	5.30
54	6174468G7	MS 4.431 01/23/30	11YrNC10Yr 1x	1,000	99.15	-2.36	-1.19	-0.60	0.00	0.60	1.21	3.26	3.96	4.31	4.66	5.02	5.38
55	46660NBS1	JPM 4 7/8 05/12/31	5YrNC1Yr	2,000	98.80	-3.02	-1.39	-0.66	0.00	0.58	1.09	2.77	4.09	4.67	5.19	5.62	5.97
56	89236TPQ2	TOYOTA 4.05 03/13/2	3YrNC1mo	1,000	98.85	-2.48	-1.25	-0.63	0.00	0.63	1.27	2.85	3.62	4.00	4.39	4.79	5.18
57	61776N2D4	MS 3.8 03/12/29	3Yr Bullet	250	99.06	-2.49	-1.25	-0.63	0.00	0.63	1.27	2.52	3.29	3.68	4.07	4.46	4.85
58	59217GEZ8	MET 3.3 03/21/29	7Yr Bullet	1,500	96.65	-2.52	-1.27	-0.64	0.00	0.64	1.29	2.92	3.71	4.11	4.51	4.91	5.32
59	023135CG9	AMZN 3.45 04/13/29	7YrNC6.8Yr Amer	1,000	97.53	-2.54	-1.28	-0.64	0.00	0.65	1.29	2.66	3.47	3.88	4.29	4.70	5.10
60	3130BAGD3	FHLB 4.2 04/23/31	5YrNC1Yr	2,000	98.70	-3.13	-1.44	-0.69	0.00	0.60	1.12	2.04	3.41	4.02	4.57	5.05	5.47
61	46647PBD7	JPM 3.702 05/06/30	11YrNC10Yr 1x	1,500	97.31	-2.62	-1.32	-0.66	0.00	0.67	1.34	2.90	3.74	4.17	4.60	5.03	5.46
62	3136GCCY9	FNMA 4 01/06/31	5YrNC1Yr	4,000	98.20	-3.19	-1.50	-0.72	0.00	0.65	1.19	1.96	3.30	3.92	4.48	4.99	5.41
63	67066GAQ7	NVDA 4.35 06/15/29	3YrNC2.9Yr Amer	3,000	99.64	-2.67	-1.34	-0.67	0.00	0.68	1.36	2.59	3.47	3.91	4.36	4.80	5.24
64	3130B8BF8	FHLB 3.95 11/06/30	5YrNC1Yr Amer	830	97.89	-3.12	-1.48	-0.71	0.00	0.65	1.20	2.05	3.35	3.96	4.52	5.02	5.46
65	89235MPP0	TOYFBN 4.65 06/13/2	5Yr Bullet	245	101.30	-2.68	-1.35	-0.68	0.00	0.69	1.38	2.29	3.17	3.62	4.06	4.51	4.96
66	46659CSR2	JPM 4 01/14/31	5YrNC1Yr Berm	250	97.92	-3.25	-1.53	-0.74	0.00	0.66	1.25	1.94	3.30	3.92	4.51	5.02	5.48
67	3133EWPC8	FFCB 4.3 11/12/30	4.5YrNC2Yr Amer	2,000	98.84	-3.08	-1.48	-0.72	0.00	0.68	1.33	2.17	3.40	3.97	4.48	4.95	5.35
68	91282CEV9	T 3 1/4 06/30/29	7Yr Bullet	1,000	97.44	-2.76	-1.39	-0.70	0.00	0.71	1.42	2.19	3.11	3.58	4.04	4.51	4.99
69	89236TMK8	TOYOTA 4.55 08/09/2	5YrNC1mo	500	99.88	-2.81	-1.42	-0.71	0.00	0.72	1.45	2.58	3.51	3.98	4.45	4.93	5.40
70	91282CFL0	T 3 7/8 09/30/29	7Yr Bullet	5,000	99.11	-2.95	-1.49	-0.75	0.00	0.76	1.52	2.02	3.03	3.54	4.05	4.57	5.08
71	95004HBB3	WFC 4.15 02/12/31	5YrNC3Yr	2,000	100.00	-3.28	-1.60	-0.79	0.00	0.76	1.51	1.54	2.80	3.38	3.92	4.43	4.91
72	91282CFT3	T 4 10/31/29	7Yr Bullet	5,000	99.46	-3.02	-1.53	-0.77	0.00	0.77	1.56	1.95	3.00	3.53	4.06	4.59	5.13

Percentage Price Change / 12 Month Total Return

						Price Change - Instantaneous Rate Shock						Projected TRR - 12mo. Horizon					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
73	91282CFY2	T 3 7/8 11/30/29	7Yr Bullet	5,000	99.04	-3.09	-1.56	-0.79	0.00	0.79	1.60	1.87	2.96	3.51	4.06	4.62	5.18
74	3134HCXZ7	FHLMC 3.7 03/10/31	5YrNC1Yr	2,000	97.20	-3.56	-1.72	-0.84	0.00	0.77	1.47	1.55	3.03	3.74	4.41	5.02	5.58
75	91282CGB1	T 3 7/8 12/31/29	7Yr Bullet	3,000	99.02	-3.16	-1.60	-0.80	0.00	0.81	1.63	1.79	2.92	3.49	4.07	4.64	5.22
76	61778EQC8	MS 3.95 02/25/30	4Yr Bullet	250	99.14	-3.29	-1.66	-0.84	0.00	0.84	1.70	1.73	2.90	3.50	4.09	4.69	5.30
77	91282CGQ8	T 4 02/28/30	7Yr Bullet	1,000	99.41	-3.29	-1.66	-0.84	0.00	0.85	1.70	1.69	2.87	3.46	4.06	4.66	5.27
78	57629TBX4	MASSMU 4.55 05/07/	5Yr Bullet	1,500	99.25	-3.41	-1.73	-0.87	0.00	0.88	1.77	2.12	3.38	4.01	4.65	5.29	5.93
79	06406RBK2	BK 4.596 07/26/30	8YrNC7Yr 1x	1,000	99.79	-3.56	-1.80	-0.90	0.00	0.91	1.82	1.27	2.58	3.25	3.91	4.58	5.24
80	91324PDX7	UNH 2 05/15/30	10YrNC1mo	1,000	91.01	-3.57	-1.80	-0.91	0.00	0.92	1.85	1.75	3.09	3.76	4.44	5.12	5.81
81	91282CPA3	T 3 5/8 09/30/30	5Yr Bullet	3,000	97.81	-3.79	-1.92	-0.96	0.00	0.98	1.97	1.20	2.64	3.37	4.10	4.83	5.57
82	30303MAB8	META 4.2 11/15/30	5YrNC4.9Yr Amer	1,500	98.31	-3.83	-1.94	-0.97	0.00	0.99	1.98	1.57	3.04	3.78	4.53	5.28	6.04
83	023135CT1	AMZN 4.1 11/20/30	5YrNC4.9Yr Amer	1,500	98.24	-3.85	-1.95	-0.98	0.00	0.99	1.99	1.47	2.95	3.70	4.45	5.21	5.97
84	89236TPH2	TOYOTA 4.2 01/10/31	5YrNC1mo	1,000	98.11	-3.97	-2.01	-1.01	0.00	1.02	2.06	1.51	3.03	3.80	4.57	5.35	6.13
85	02079KBK2	GOOGL 4.1 02/15/31	5YrNC4.9Yr Amer	1,000	98.29	-4.03	-2.04	-1.03	0.00	1.04	2.09	1.29	2.84	3.63	4.42	5.22	6.02
86	91282CJQ5	T 3 3/4 12/31/30	7Yr Bullet	1,000	98.16	-3.98	-2.02	-1.01	0.00	1.03	2.07	1.00	2.55	3.34	4.13	4.92	5.73
87	023135DD5	AMZN 4 1/4 03/13/31	5YrNC4.9Yr Amer	1,500	98.47	-4.07	-2.06	-1.04	0.00	1.05	2.11	1.34	2.93	3.73	4.53	5.34	6.15
88	38151GAJ0	GS 4.1 03/12/31	5Yr Bullet	2,000	100.00	-4.11	-2.08	-1.05	0.00	1.06	2.14	0.81	2.41	3.22	4.03	4.85	5.68
				357,223	99.50	-0.99	-0.48	-0.24	0.00	0.23	0.45	3.67	3.82	3.90	3.96	4.02	4.05

Redemption at Next Call Date - Instantaneous Rate Shock

						Probability of Redemption at NEXT Call Date						BPs CURRENTLY Away From Par					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Next Call Date	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	3130B4QA2	FHLB 4.55 07/21/28	3.5YrNC1.5Yr	3,000	07/21/26	100%	100%	100%	100%	100%	100%	0	0	0	0	0	0
5	3134GW4C7	FHLMC 0.8 10/27/26	6YrNC3mo Berm	5,000	07/27/26	0%	0%	0%	0%	0%	0%	427	375	349	323	298	272
6	3133ENJC5	FFCB 1.29 12/22/26	5YrNC2Yr Amer	5,000	07/22/26	0%	0%	0%	0%	0%	0%	391	340	314	289	263	238
8	3130AQRH8	FHLB 2 02/25/27	5YrNC3mo Berm	5,000	08/25/26	0%	0%	0%	0%	0%	0%	328	277	252	226	201	175
9	3130AL5A8	FHLB 0.9 02/26/27	6YrNC3mo Berm	5,000	08/26/26	0%	0%	0%	0%	0%	0%	438	387	361	336	310	285
10	808513BW4	SCHW 3.3 04/01/27	5.5YrNC5.3Yr Amer	500	01/01/27	0%	1%	1%	4%	4%	14%	200	149	124	99	73	48
11	3130ARHJ3	FHLB 3.175 04/19/27	5YrNC1mo	5,000	08/19/26	0%	0%	0%	0%	0%	0%	216	165	140	114	89	64
12	3133ERE23	FFCB 4.32 12/02/27	3YrNC2Yr Amer	1,000	12/02/26	0%	12%	12%	34%	34%	66%	112	61	36	11	-14	-39
13	75973QAA5	RNR 3.45 07/01/27	10YrNC9.8Yr Amer	500	04/01/27	0%	2%	7%	7%	19%	19%	194	145	120	95	70	45
16	3130B3XP3	FHLB 4 1/2 12/04/29	5YrNC2Yr 1x	1,000	12/04/26	12%	34%	66%	88%	88%	98%	94	44	19	-6	-31	-56
17	3130B9WM8	FHLB 4 03/14/28	2YrNC6mo Berm	2,500	09/14/26	0%	0%	0%	3%	25%	25%	153	103	78	53	27	2
20	3130BB6W0	FHLB 4.35 12/21/28	2.5YrNC6mo Berm	2,000	12/21/26	0%	12%	12%	34%	34%	66%	127	77	52	27	2	-23
21	3130BAW52	FHLB 4.32 12/15/28	2.5YrNC6mo Berm	1,890	12/15/26	0%	12%	12%	34%	34%	66%	131	81	56	31	6	-19
22	3136GAGW3	FNMA 4.1 08/10/28	3.25YrNC1.3Yr 1x	5,000	08/10/26	0%	0%	17%	17%	83%	83%	138	87	62	37	11	-14
23	53229WAE3	LGHOF 4.4 06/18/29	3YrNC6mo	250	12/08/26	0%	2%	12%	34%	34%	66%	119	70	46	22	-3	-27
27	3134HCE96	FHLMC 4.21 02/26/29	3YrNC5mo Berm	1,500	08/26/26	0%	0%	0%	0%	17%	17%	149	99	74	49	24	-2
28	3130BA4X2	FHLB 4 3/4 04/14/31	5YrNC6mo	1,520	10/14/26	0%	0%	6%	30%	30%	70%	123	73	48	23	-2	-27
31	3130B4RC7	FHLB 4 1/2 07/27/29	4.5YrNC2.5Yr 1x	3,000	07/27/27	22%	40%	60%	78%	78%	90%	95	46	21	-4	-29	-54
32	3130BBAN5	FHLB 4 1/2 06/15/29	3YrNC1Yr Berm	2,000	06/15/27	9%	21%	40%	40%	60%	60%	107	57	32	7	-17	-42
33	718172CE7	PM 3 1/8 03/02/28	10.25YrNC10.1Yr A	500	12/02/27	0%	3%	3%	7%	7%	14%	246	197	172	147	122	97
34	3133ETXV4	FFCB 3.83 09/15/28	3YrNC1Yr Amer	1,400	09/15/26	0%	0%	0%	0%	3%	3%	189	139	113	88	63	38
36	33622PAP8	OLMST 3.9 02/20/29	3YrNC6mo	250	08/20/26	0%	0%	0%	0%	0%	0%	176	127	103	78	54	29
37	3134HCV48	FHLMC 4 1/4 05/25/29	3YrNC1Yr Berm	2,000	05/25/27	3%	8%	20%	20%	39%	61%	141	91	66	41	16	-9
41	3133EWMX5	FFCB 4.03 04/30/29	3YrNC1Yr Amer	2,000	04/30/27	1%	8%	8%	20%	20%	39%	163	113	88	63	38	13
42	3134HADY6	FHLMC 4 08/14/29	5YrNC6mo Berm	4,000	08/14/26	0%	0%	0%	0%	0%	17%	180	130	104	79	54	29
43	797440CE2	SRE 4.95 08/15/28	5YrNC4.9Yr Amer	500	07/15/28	30%	43%	57%	70%	70%	81%	59	9	-16	-41	-65	-91
45	3130B9RD4	FHLB 4 09/10/29	3.5YrNC6mo Berm	2,000	09/10/26	0%	0%	0%	0%	3%	25%	179	129	104	79	54	29
46	06055JQF9	BAC 4.05 02/23/29	3YrNC1Yr	2,000	02/23/27	0%	1%	1%	5%	16%	16%	196	147	123	98	74	49
47	3133EWFX3	FFCB 3.7 03/05/29	3YrNC1Yr Amer	2,000	03/05/27	0%	1%	1%	6%	6%	17%	200	150	125	100	75	50
50	17290G5W3	C 4 1/2 06/30/29	3YrNC2Yr 1x	250	06/30/28	30%	43%	57%	57%	70%	81%	102	51	25	0	-25	-51
52	06406RBN6	BK 4.543 02/01/29	6YrNC5Yr 1x	656	02/01/28	0%	0%	0%	1%	1%	4%	-7	-57	-81	-106	-131	-156
53	3133ET5K9	FFCB 4.07 06/26/30	4.5YrNC6mo Amer	3,000	07/22/26	0%	0%	0%	0%	0%	0%	189	139	114	89	64	39
54	6174468G7	MS 4.431 01/23/30	11YrNC10Yr 1x	1,000	01/23/29	100%	100%	100%	100%	100%	100%	148	98	73	48	23	-2
55	46660NBS1	JPM 4 7/8 05/12/31	5YrNC1Yr	2,000	05/12/27	3%	8%	20%	20%	39%	39%	156	107	82	57	32	7
59	023135CG9	AMZN 3.45 04/13/29	7YrNC6.8Yr Amer	1,000	02/13/29	8%	14%	22%	32%	32%	44%	198	148	123	98	73	48
60	3130BAGD3	FHLB 4.2 04/23/31	5YrNC1Yr	2,000	04/23/27	2%	7%	19%	19%	38%	62%	161	111	86	61	36	11

Redemption at Next Call Date - Instantaneous Rate Shock

						Probability of Redemption at NEXT Call Date						BPs CURRENTLY Away From Par					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Next Call Date	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
61	46647PBD7	JPM 3.702 05/06/30	11YrNC10Yr 1x	1,500	05/06/29	100%	100%	100%	100%	100%	100%	215	165	140	115	90	65
62	3136GCCY9	FNMA 4 01/06/31	5YrNC1Yr	4,000	01/06/27	0%	4%	4%	14%	14%	36%	188	138	113	88	63	38
63	67066GAQ7	NVDA 4.35 06/15/29	3YrNC2.9Yr Amer	3,000	05/15/29	23%	33%	44%	44%	56%	56%	113	63	38	13	-12	-37
64	3130B8BF8	FHLB 3.95 11/06/30	5YrNC1Yr Amer	830	11/06/26	0%	0%	0%	1%	1%	9%	209	159	134	109	84	59
66	46659CSR2	JPM 4 01/14/31	5YrNC1Yr Berm	250	01/14/27	0%	1%	1%	4%	14%	14%	204	152	127	101	76	50
67	3133EWPC8	FFCB 4.3 11/12/30	4.5YrNC2Yr Amer	2,000	05/12/28	5%	18%	18%	29%	43%	43%	143	93	68	43	19	-6
71	95004HBB3	WFC 4.15 02/12/31	5YrNC3Yr	2,000	02/12/29	22%	32%	44%	44%	56%	68%	99	50	25	0	-25	-50
74	3134HCXZ7	FHLMC 3.7 03/10/31	5YrNC1Yr	2,000	03/10/27	0%	1%	1%	6%	17%	17%	216	166	141	116	92	67
79	06406RBK2	BK 4.596 07/26/30	8YrNC7Yr 1x	1,000	07/26/29	0%	1%	1%	3%	5%	5%	55	6	-19	-44	-69	-94
82	30303MAB8	META 4.2 11/15/30	5YrNC4.9Yr Amer	1,500	10/15/30	13%	27%	27%	36%	45%	45%	143	93	68	43	18	-7
83	023135CT1	AMZN 4.1 11/20/30	5YrNC4.9Yr Amer	1,500	10/20/30	13%	27%	27%	36%	45%	45%	145	95	70	45	20	-5
85	02079KBK2	GOOGL 4.1 02/15/31	5YrNC4.9Yr Amer	1,000	01/15/31	14%	28%	28%	36%	45%	45%	142	92	67	42	17	-8
87	023135DD5	AMZN 4 1/4 03/13/31	5YrNC4.9Yr Amer	1,500	02/13/31	28%	36%	45%	45%	55%	64%	137	87	62	37	12	-13
				99,296													

Portfolio Changes

New Securities 5/2026-6/2026

CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent
05612LLE0	CD	BMWG 4 1/4 12/18/28	12/18/2028	4.25	250,000	100.00	AFS
17290G5W3	CD	C 4 1/2 06/30/29	06/30/2029	4.50	250,000	100.00	AFS
3130BAW52	Treasury/Agency	FHLB 4.32 12/15/28	12/15/2028	4.32	1,890,000	100.00	AFS
3130BB6W0	Treasury/Agency	FHLB 4.35 12/21/28	12/21/2028	4.35	2,000,000	100.00	AFS
3130BBAN5	Treasury/Agency	FHLB 4 1/2 06/15/29	06/15/2029	4.50	2,000,000	100.00	AFS
53229WAE3	CD	LGHOF 4.4 06/18/29	06/18/2029	4.40	250,000	100.00	AFS
65504UAM9	CD	NOBLF 4.1 06/12/28	06/12/2028	4.10	250,000	100.00	AFS
67066GAQ7	Corporate	NVDA 4.35 06/15/29	06/15/2029	4.35	3,000,000	99.69	AFS
77357DAN8	CD	ROCKN 4 1/4 12/30/27	12/30/2027	4.25	250,000	100.00	AFS
91282CFZ9	Treasury/Agency	T 3 7/8 11/30/27	11/30/2027	3.88	3,000,000	99.63	AFS
91282CGH8	Treasury/Agency	T 3 1/2 01/31/28	01/31/2028	3.50	2,000,000	99.22	AFS
949764XV1	CD	WFC 4.2 06/20/28	06/20/2028	4.20	250,000	100.00	AFS
PALM1CAMP	Other	CAMP Accounts	07/31/2026	3.77	55,117,147	100.00	AFS

Partial Buy5/2026-6/2026

CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent	Redemption Type
PALM1LAIF	Other	LAIF	07/31/2026	3.81	138,075,321	100.00	AFS	Same CUSIP buys

Securities Sold/Redeemed 5/2026-6/2026

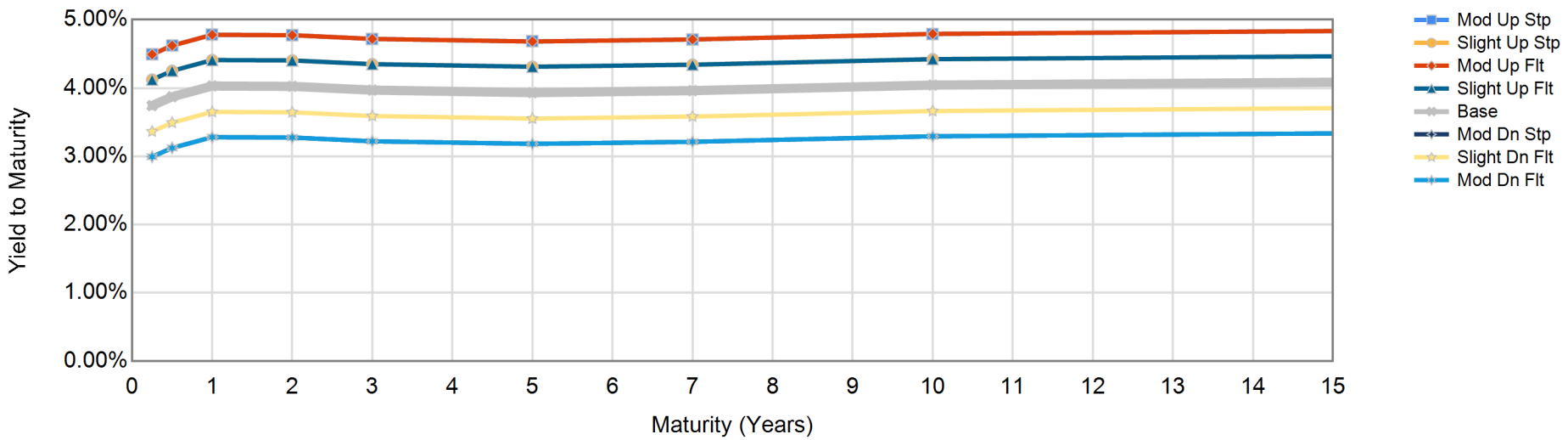
CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent	Redemption Type
307811KA6	CD	FMBKWI 5 06/14/28	06/14/2028	5.00	245,000	100.00	AFS	Called
8562855V9	CD	SBIIN 5.1 06/17/26	06/17/2026	5.10	245,000	100.00	AFS	Expired/Matured
06051XER9	CD	BAC 5.05 06/22/26	06/22/2026	5.05	245,000	100.00	AFS	Expired/Matured
35634MAE1	CD	FREBNJ 5.05 06/22/26	06/22/2026	5.05	245,000	100.00	AFS	Expired/Matured
34520LBC6	CD	FORBBK 5.05 06/15/26	06/15/2026	5.05	245,000	100.00	AFS	Expired/Matured
46625HRS1	Corporate	JPM 3.2 06/15/26	06/15/2026	3.20	500,000	96.97	AFS	Expired/Matured
38150VUZ0	CD	GS 5.05 06/11/26	06/11/2026	5.05	245,000	100.01	AFS	Expired/Matured
11271LAA0	Corporate	BNCN 4 1/4 06/02/26	06/02/2026	4.25	500,000	98.02	AFS	Expired/Matured
COPLAIF01	Other	CASH	06/30/2026	3.83	54,946,995	100.00	AFS	Expired/Matured
91282CHH7	Treasury/Agency	T 4 1/8 06/15/26	06/15/2026	4.13	5,000,000	100.04	AFS	Expired/Matured
05580A4Y7	CD	BMW 4.65 06/15/26	06/15/2026	4.65	240,000	101.43	AFS	Expired/Matured

Shocked Assumptions

Scenarios

		Mod Up Stp	Slight Up Stp	Mod Up Flt	Slight Up Flt	+100	+50	+25	Base	-25	-50	Mod Dn Stp	Slight Dn Flt	Mod Dn Flt
Shift Amount	3mo	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	6mo	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	12mo	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	2yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	3yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	5yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	10yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	30yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
Shock Horizon		0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months
Total Return Horizon		12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Shift Timing to Horizon		Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped
Curve Type		Static	Static	Static	Static	Static	Static	Static	Static	Static	Static	Static	Static	Static

SOFRSwap Curve | Scenarios



Assumptions

• Calculation Engine	The Yield Book © and ZM Financial
• Prepayment Model	The Yield Book ©
• Data Sources	The Yield Book ©, Reuters, Intex, KDS and Stifel
• Curve Date	Same as Portfolio As Of Date
• Curve Type Used	SOFRSwap Curve
• Market Prices	Market prices are indications only, provided by Reuters unless otherwise specified
• Horizon Price Methodology	Constant OAS where possible; constant nominal spread change as a secondary method
• Horizon Period	0 month horizon for immediate rate shock scenarios; 12 month horizon for total return scenarios
• Reinvestment Rate	SOFR
• Cost of Funds	0.00%
• Tax Rate	00.0%
• Subtotal Weightings	Overall totals and subtotals are weighted by market value

Additional Information

Adjustable Rate Securities - YTM for ARMs and floaters assumes the coupon resets based on index levels implied by the static curve.

Projected Call Methodology - The method used to determine the call assumes a small internal margin to account for the "cost to call."

Municipals - For taxable institutions, the above tax rate detailed - along with TEFRA adjustments for BQs - is used to calculate TEY unless otherwise noted.

Original Face - If original face was not supplied, original face was estimated by dividing current face by current factor.

Dollar Amounts - Unless otherwise specified, dollar amounts are displayed in thousands (000s).

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STIFEL

City of Palmdale Successor - Flagship

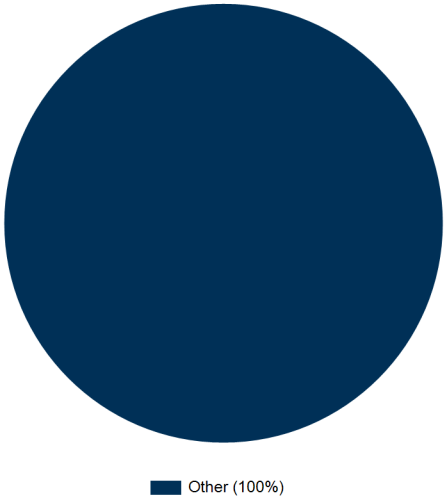
Palmdale, CA

As of Date: 06/30/2026 | Pricing as of: 06/30/2026 | Date of Analysis: 07/08/2026

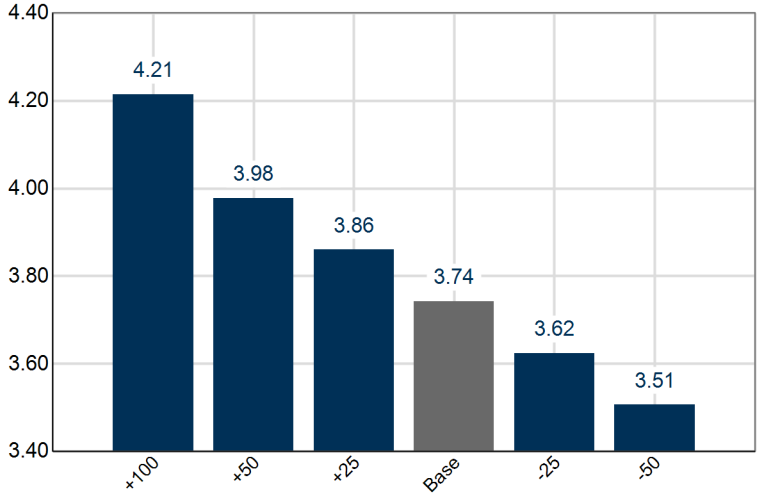
Portfolio Overview

Portfolio Attributes	
Curr. Face	4,067
Mkt. Value	4,067
Book Value	4,067
Est. Gain/Loss	0
Ave. Mkt. Price	100.00
Ave. Bk. Price	100.00
Eff. Dur.	0.09
Eff. Conv.	0.00
OAS	4.2
Mkt YTP	3.85
Bk YTP	3.85
WAL	0.08
Line Items	1

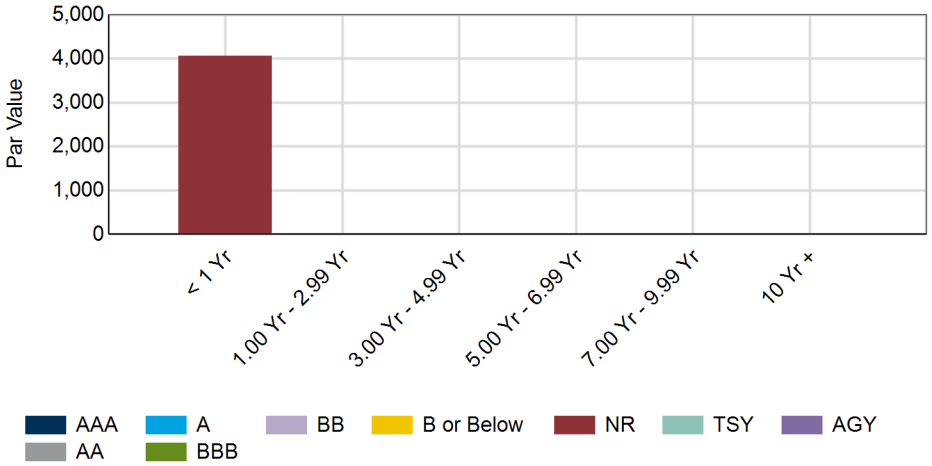
Sector Allocation



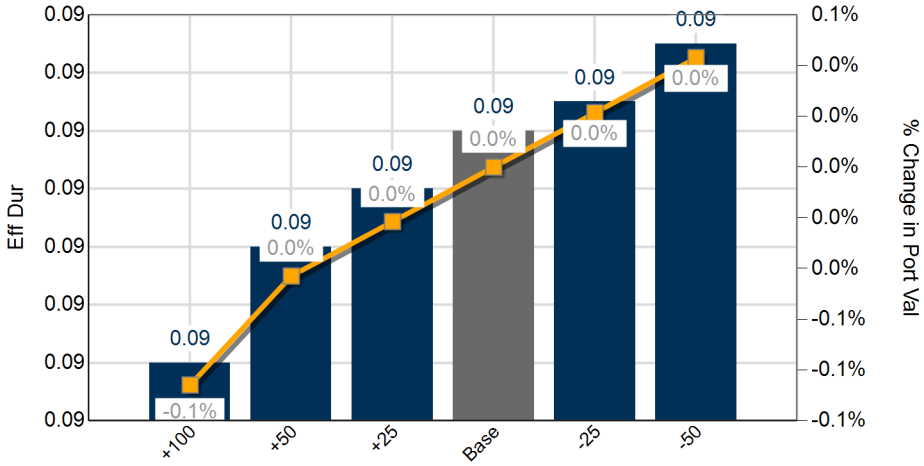
Projected TRR - 12 Mo Horizon



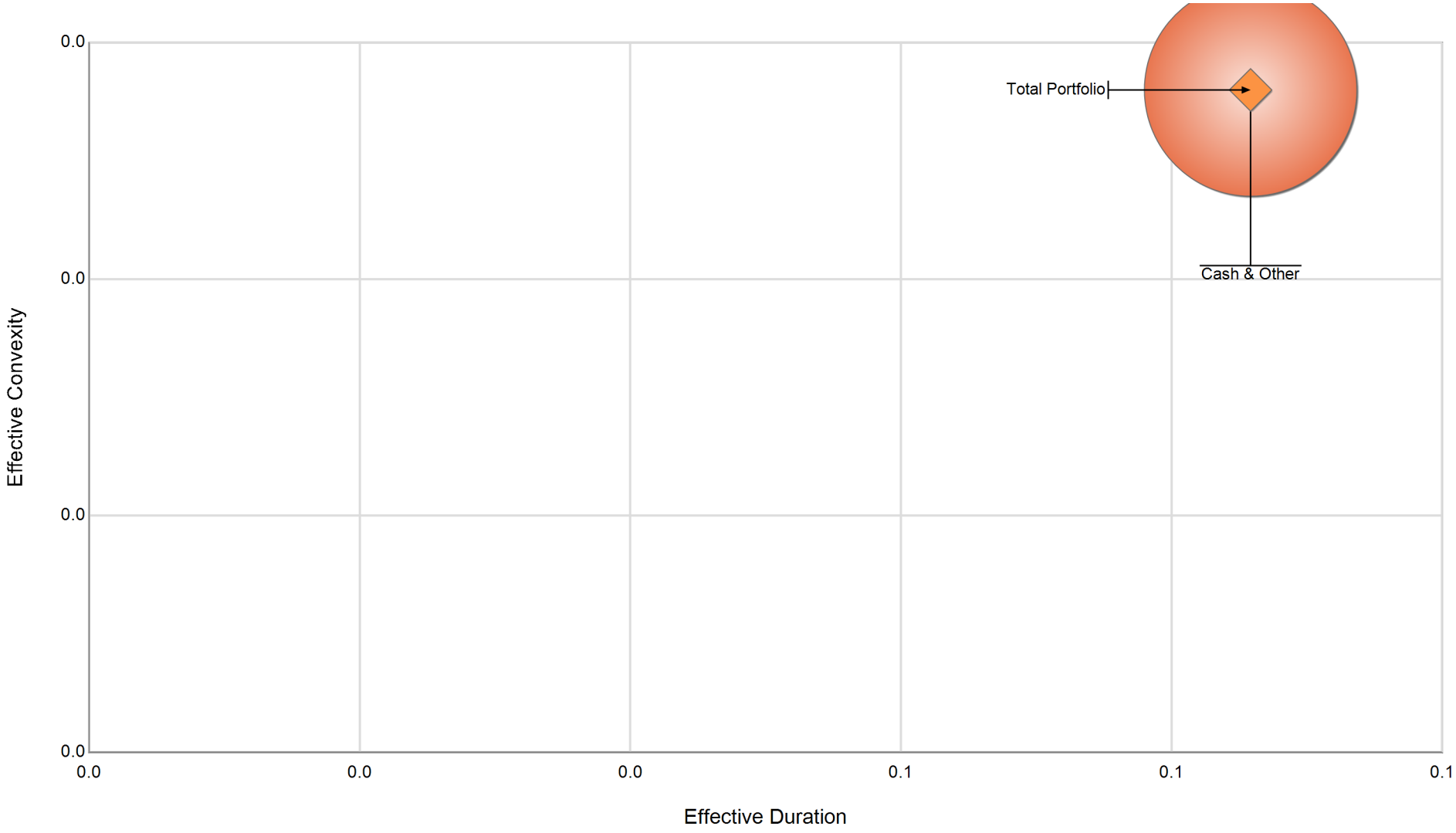
Combined Rating Distribution By Maturity



Pct. Chng in Port Val & Eff Dur (Inst. Rate Shock)



Duration / Convexity



Eff. Dur.	0.09
Eff. Conv.	0.00

Portfolio Sector Summary

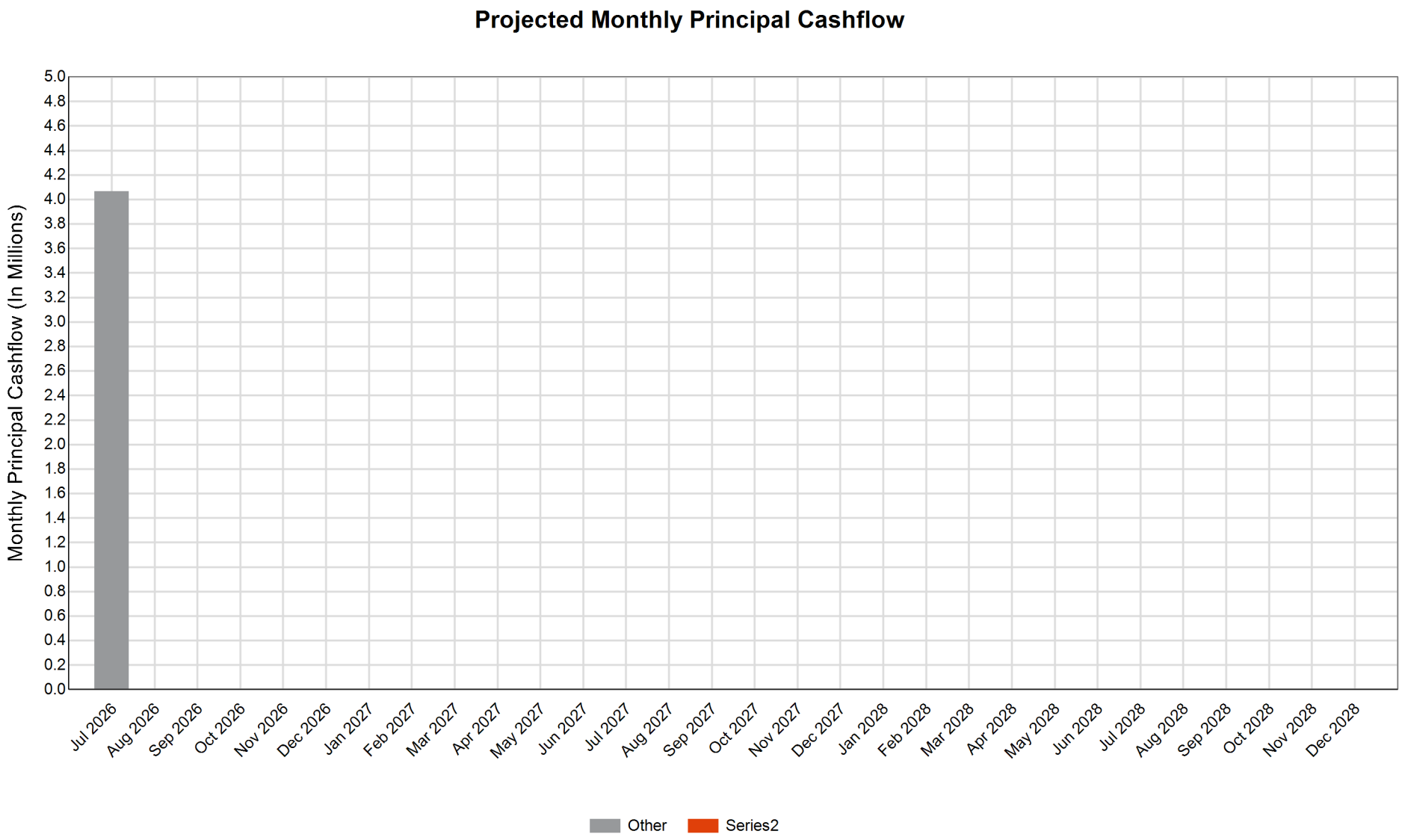
Sector	Par Value	Market Value	% Port	Book Price	Market Price	Est G/L	Eff Conv	Bk Yld	Mkt Yld	Eff Dur +50	Eff Dur Base	Eff Dur -50	% Δ in Price +50	% Δ in Price Base	% Δ in Price -50
Cash & Other	4,067	4,067	100.0%	100.00	100.00	0	0.00	3.85	3.85	0.09	0.09	0.09	0.0%	0	0.0%
Portfolio Totals	4,067	4,067	100.0%	100.00	100.00	0	0.00	3.85	3.85	0.09	0.09	0.09	0.0%	0	0.0%

Peer Group Comparison

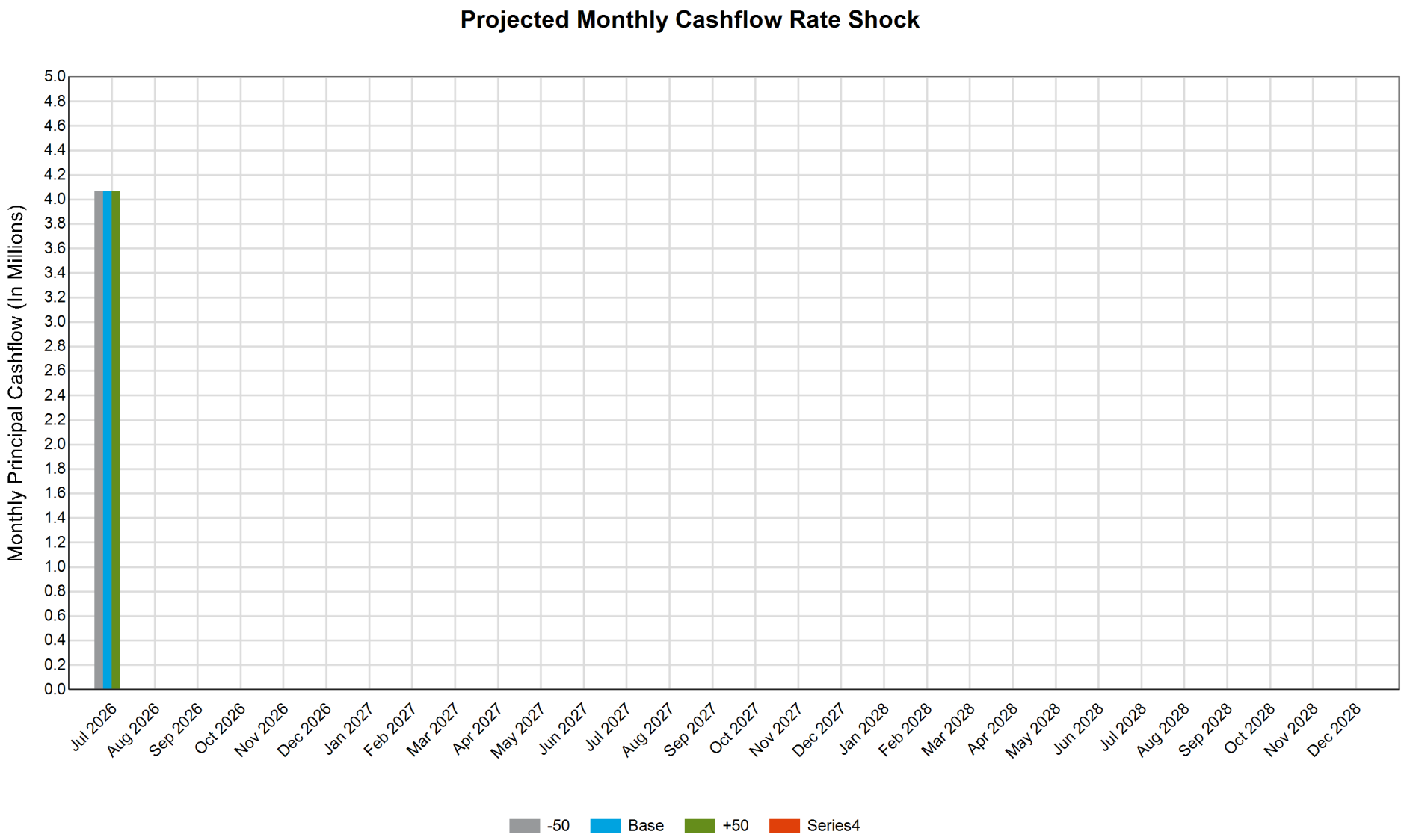
Peer	As of Date	Book Value	G/L %	Book Yield	Average Life Base	Average Life -50	Average Life +100	% Price Change -50	% Price Change +50	% Price Change +100	Effective Dur	Effective Cvx	UST Agy	Fix MBS	ARM	Fix CMO	Flt CMO	Agy CMBS	Sm Bus.	Prv Label	Muni	Corp	CD	Other	% Fixed
1	03/26	3,980	0.0	3.18	1.3		1.4			-1.2	1.2	-0.1	75%	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%	0%	100%
2	06/26	3,689	-0.4		4.5					0.0	2.1	-0.5	0%	0%	0%	0%	0%	0%	0%	0%	5%	41%	54%	0%	100%
3	06/26	3,650	-1.2	2.46	1.3		1.3			-1.2	1.2	0.0	93%	0%	0%	0%	0%	0%	0%	0%	0%	0%	7%	0%	100%
4	05/26	5,017	-4.5	3.25	3.2		3.6			-3.1	2.9	-0.3	0%	14%	0%	35%	0%	6%	0%	0%	0%	0%	44%	0%	100%
5	06/26	73	-2.5		4.4					0.0	1.1	-0.6	0%	5%	95%	0%	0%	0%	0%	0%	0%	0%	0%	0%	5%
6	03/26	14	-1.0		2.5					0.0	0.7	0.0	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
7	04/26	10,839	0.1	4.24	2.8		2.9			-2.5	2.5	0.0	0%	0%	0%	0%	0%	7%	32%	0%	0%	0%	62%	0%	100%
8	06/26	11,495	-1.1	3.25	2.5		2.5			-2.3	2.3	0.1	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
9	06/26	12,543	-1.8	5.14	8.4		9.8			-4.2	3.6	-1.1	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	96%
10	04/26	13,473	0.6	4.47	2.2		2.6			-2.0	1.9	-0.3	33%	0%	0%	0%	0%	0%	0%	0%	22%	41%	4%	0%	100%
11	03/26	14,600	-1.0	0.64	0.4		0.4			-0.3	0.3	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
12	04/26	16,564	-2.1	3.23	2.8		2.8			-2.4	2.4	0.0	12%	0%	0%	0%	0%	24%	0%	0%	22%	3%	39%	0%	100%
13	05/26	17,908	-1.1	4.07	3.3		3.4			-2.5	2.1	-0.7	71%	0%	0%	0%	0%	25%	0%	0%	0%	0%	4%	0%	100%
14	06/26	18,350	-4.4		4.4					0.0	4.0	-0.2	7%	39%	0%	0%	0%	3%	45%	0%	0%	0%	7%	0%	100%
15	04/26	19,154	-0.9	3.95	3.6		4.0			-2.9	2.7	-0.5	43%	0%	0%	0%	0%	0%	0%	0%	0%	0%	57%	0%	100%
16	05/26	20,267	-0.2	4.13	1.7		1.8			-1.5	1.4	-0.2	39%	0%	0%	0%	0%	0%	0%	0%	0%	0%	61%	0%	100%
17	06/26	23,382	-8.8		4.9		12.8			0.0	4.0	0.0	22%	34%	5%	4%	0%	18%	1%	0%	17%	0%	0%	0%	95%
18	06/26	28,002	-2.1		4.0		4.5			0.0	2.5	0.0	0%	0%	0%	0%	0%	45%	0%	19%	0%	36%	0%	0%	64%
19	03/26	29,417	-4.2	3.21	5.4		5.4			-4.6	4.7	0.3	29%	17%	0%	0%	0%	54%	0%	0%	0%	0%	0%	0%	100%
20	03/26	29,883	-3.6	3.31	5.2		5.2			-4.3	4.5	0.3	16%	0%	0%	0%	0%	66%	0%	0%	0%	0%	18%	0%	100%
21	03/26	30,947	-0.4	3.45	1.8		1.9			-1.6	1.6	0.0	19%	0%	0%	0%	0%	29%	0%	0%	0%	0%	30%	22%	100%
22	03/26	33,466	-1.3	3.50	2.8		2.9			-2.5	2.5	0.0	3%	0%	0%	0%	0%	43%	0%	0%	1%	3%	49%	0%	100%
23	06/26	35,249	-0.7		2.4					0.0	2.2	0.1	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
24	06/26	40,058	-0.6	3.34	1.3		1.3			-1.2	1.3	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
25	06/26	40,601	-0.2	4.27	2.4		2.7			-2.1	1.9	-0.4	67%	0%	0%	0%	0%	0%	0%	0%	0%	0%	33%	0%	100%
Avg		18,505	-1.7	3.51	3.2		3.7			-1.7	2.3	-0.2	37%	4%	8%	2%	0%	13%	3%	1%	3%	9%	20%	1%	90%
Port	06/26	4,067	0.0	3.85	0.1	0.1	0.1	0.0	0.0	-0.1	0.1	0.0	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
Diff		-14,438	1.7	0.34	-3.1		-3.6			1.6	-2.2	0.2	-37%	-4%	-8%	-2%	0%	-13%	-3%	-1%	-3%	-9%	-20%	99%	10%

* Peer group includes Public Entitys that have received portfolio analysis from Stifel in the last three months with the closest portfolio book values.

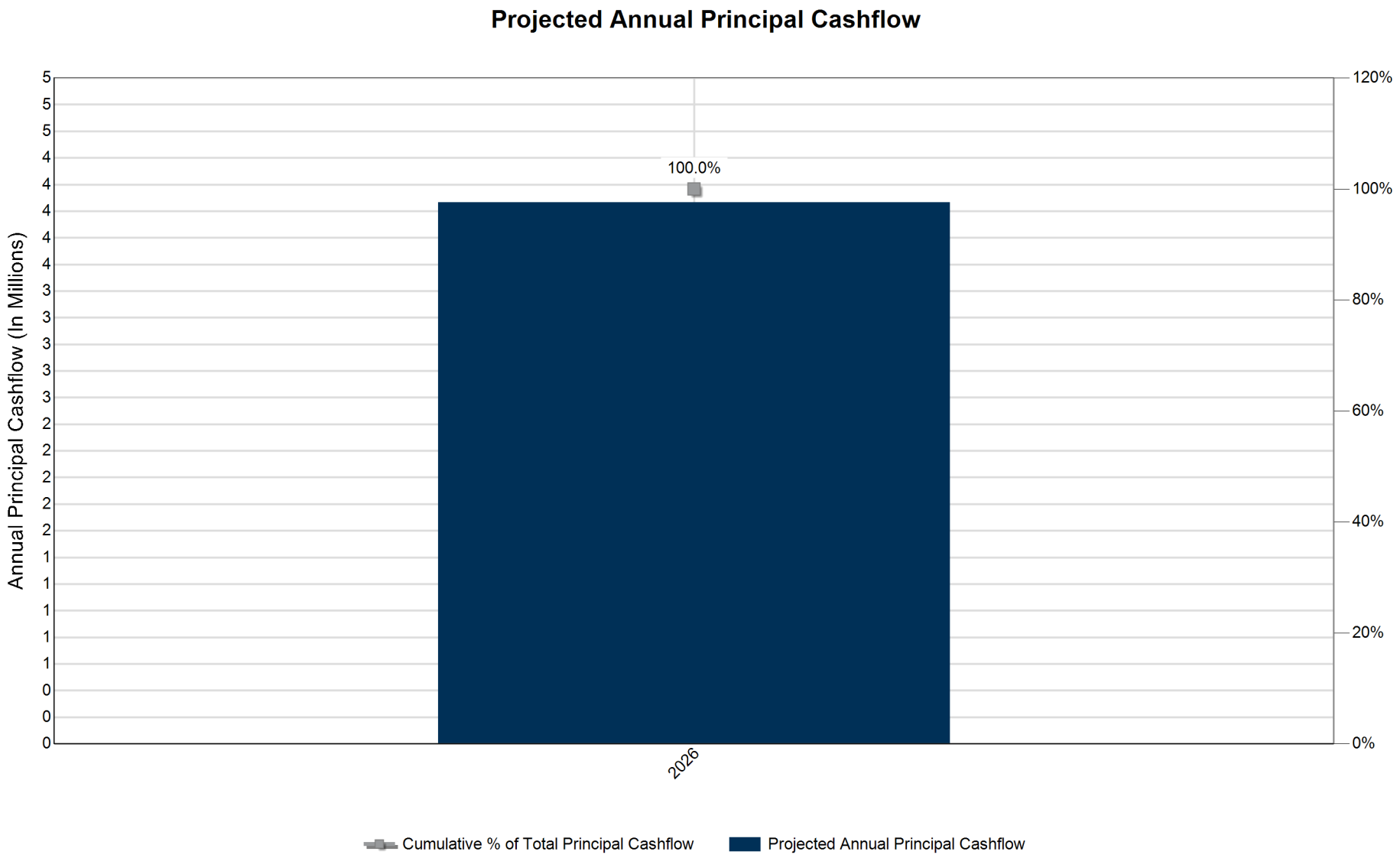
Monthly Cashflow Profile - Next 30 Months



Monthly Cashflow Rate Shock - Next 30 Months

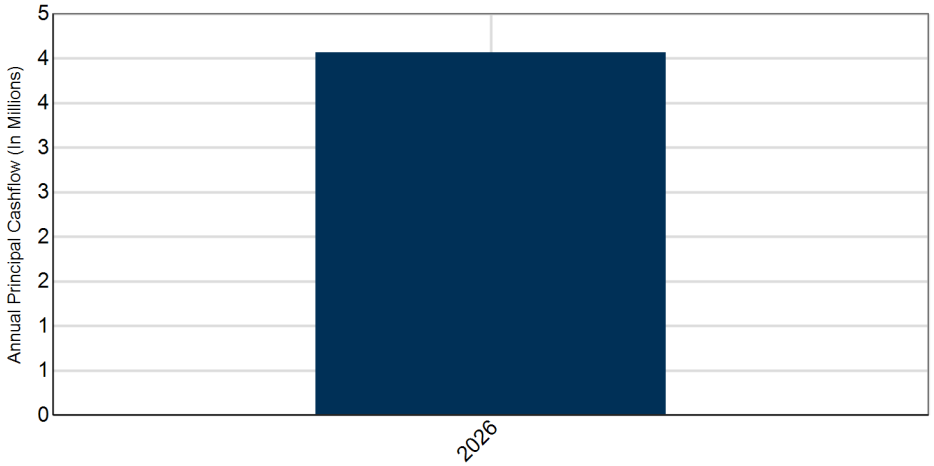


Annual Cashflow Profile

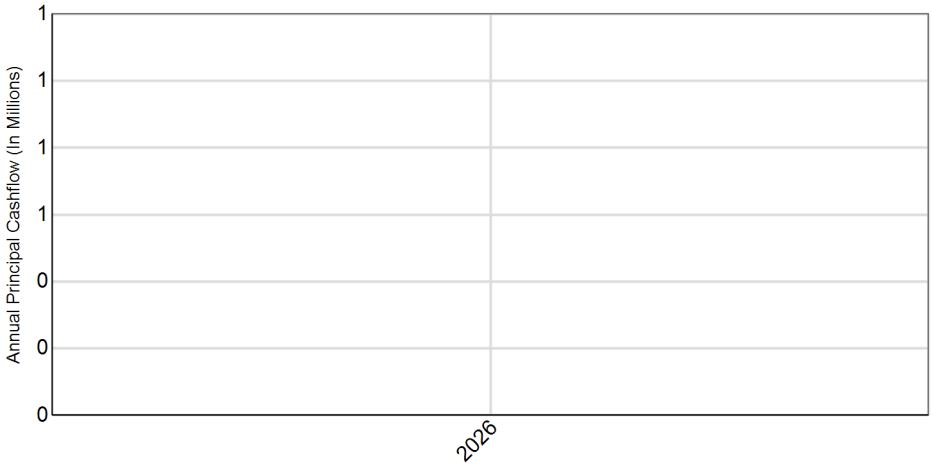


Annual Cashflow Rate Shock

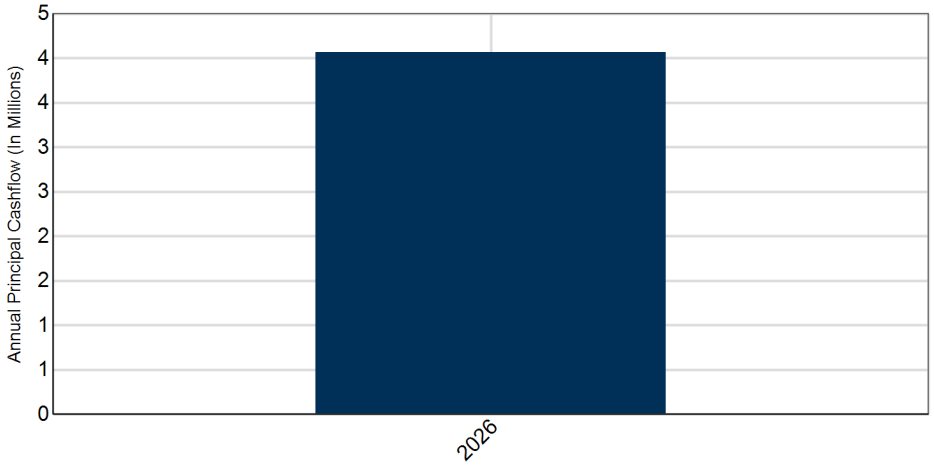
Projected Annual Principal Cashflow +50



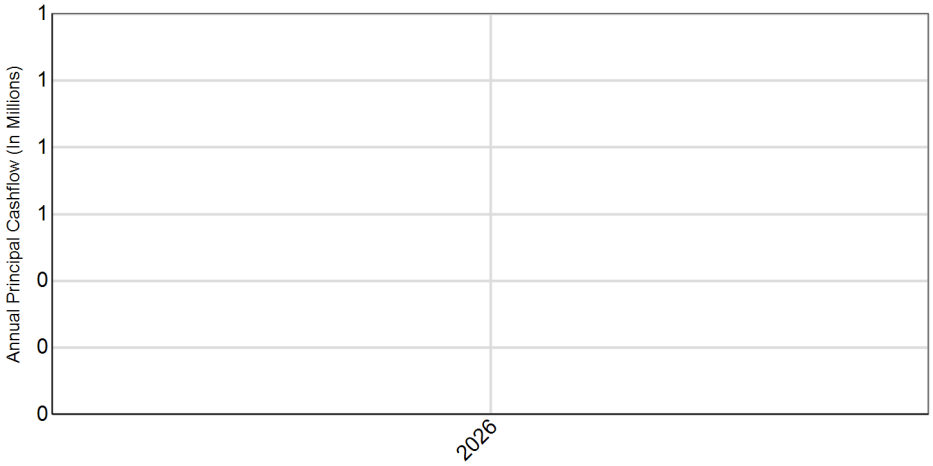
Change in Annual Principal Cashflow +50



Projected Annual Principal Cashflow -50



Change in Annual Principal Cashflow -50



5-Year Quarterly Principal Cash Flow Projections

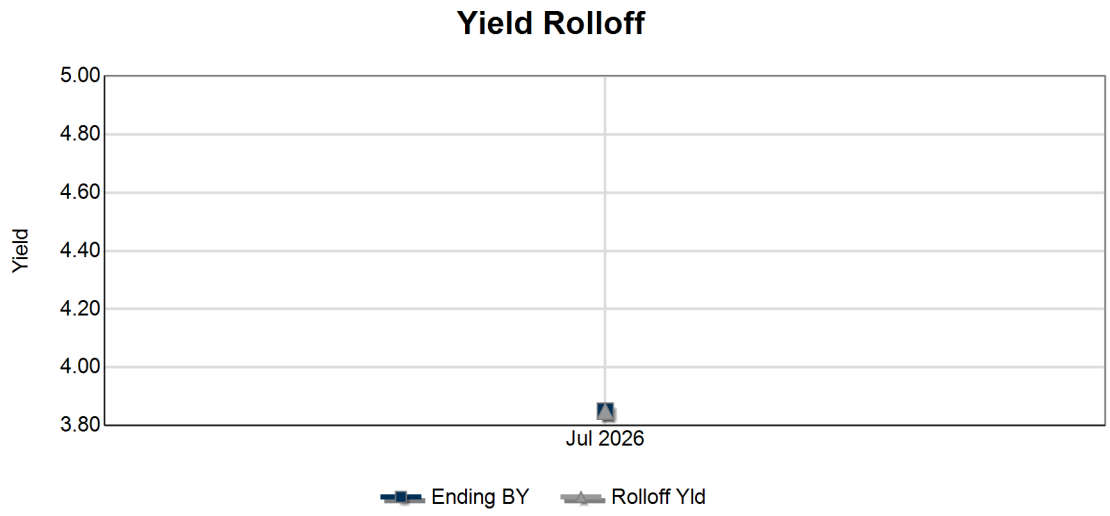
12-Month Principal Cash Flow Projections							Percentage of Total Cash Flow Projections					
Period	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
Jul 26	4.1	4.1	4.1	4.1	4.1	4.1	100%	100%	100%	100%	100%	100%

5-Year Quarterly Principal Cash Flow Projections							Percentage of Total Cash Flow Projections					
Period	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
3Q26	4.1	4.1	4.1	4.1	4.1	4.1	100%	100%	100%	100%	100%	100%

In Millions

Cash Flow and Rolloff Yield - Next 12 Months

Yield Rolloff				
Month	Begin BY	Principal CF	Rolloff Yld	Ending BY
Jul 2026	3.85	4,067	3.85	

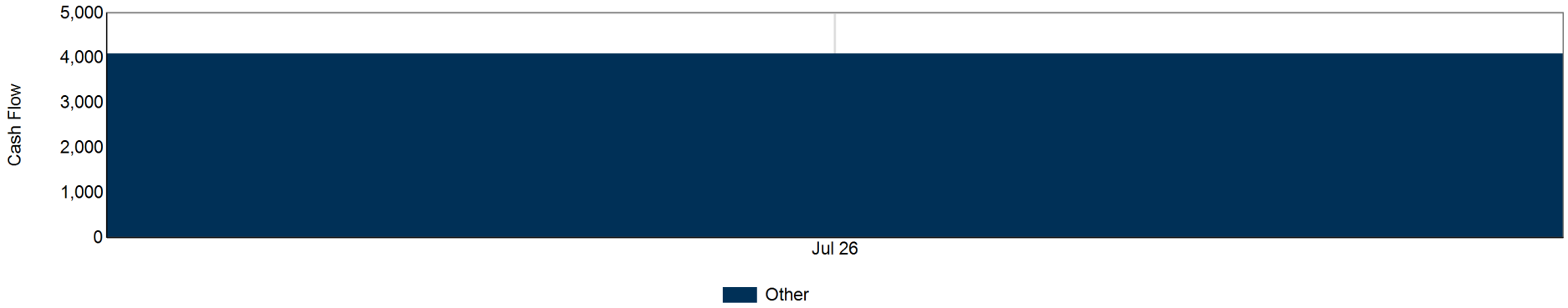


Shocked Principal and Interest Cash Flow Analysis							
Year	Mod Up Stp	+100	+50	+25	-25	-50	Mod Dn Flt
Jul 2026	4,093	4,093	4,093	4,093	4,093	4,093	4,093

Sector Cash Flow - Next 12 Months

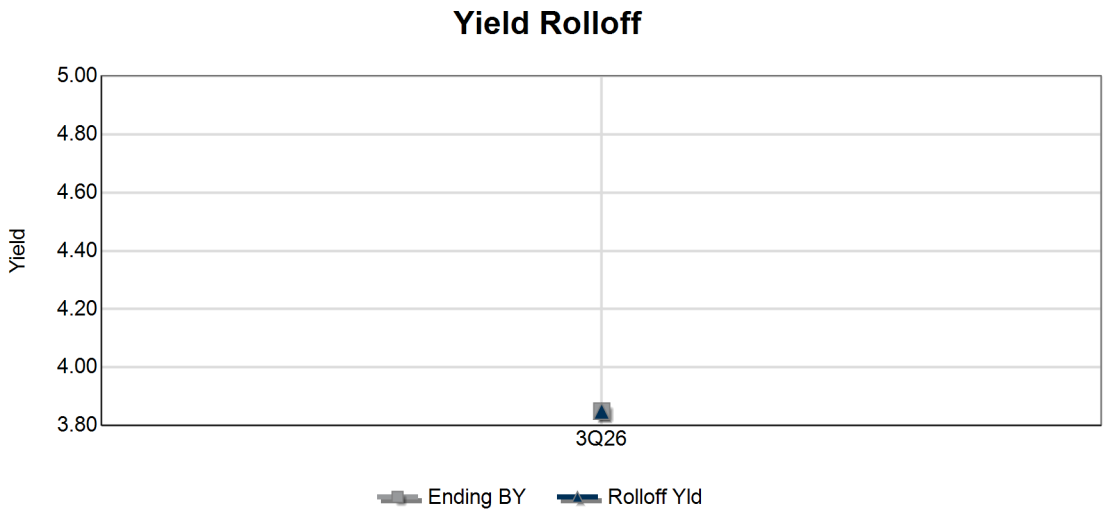
		Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	Jan 27	Feb 27	Mar 27	Apr 27	May 27	Jun 27	Bk Yld Chg
Other	Cash Flow End BY	4,093												
Total	Cash Flow End BY	4,093												

Total Cash Flows By Sector



Cash Flow and Rolloff Yield - Next 3 Years

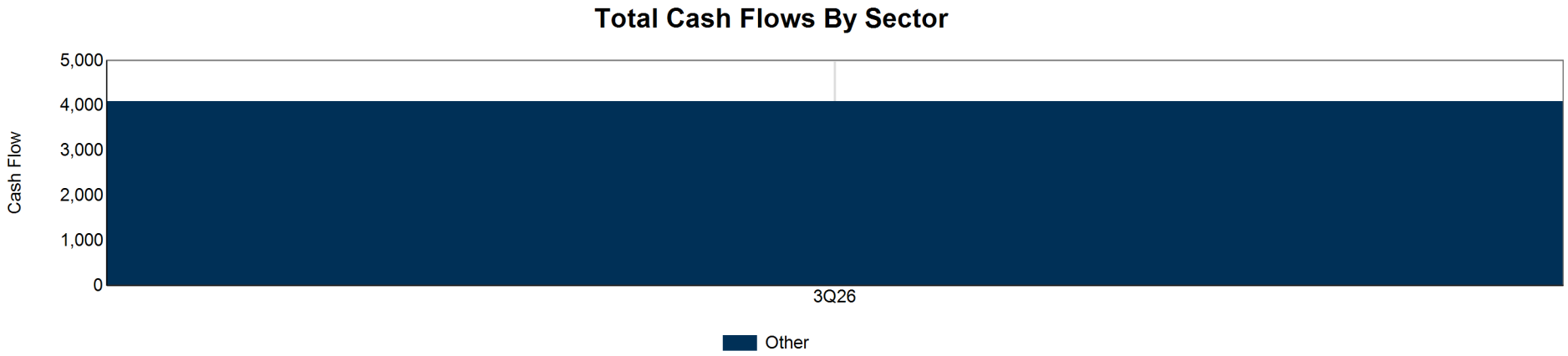
Yield Rolloff				
Quarter	Begin BY	Principal CF	Rolloff Yld	Ending BY
3Q26	3.85	4,067	3.85	



Shocked Principal and Interest Cash Flow Analysis							
Quarter	Mod Up Stp	+100	+50	+25	-25	-50	Mod Dn Flt
3Q26	4,093	4,093	4,093	4,093	4,093	4,093	4,093

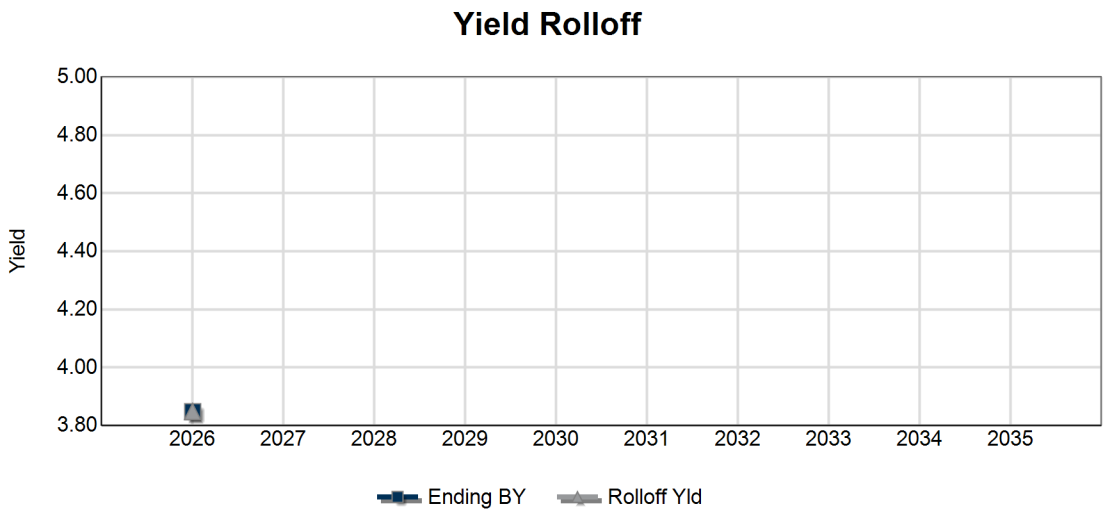
Sector Cash Flow - Next 3 Years

		3Q26	4Q26	1Q27	2Q27	3Q27	4Q27	1Q28	2Q28	3Q28	4Q28	1Q29	2Q29	Bk Yld Chg
Other	Cash Flow End BY	4,093												
Total	Cash Flow End BY	4,093												



Cash Flow and Rolloff Yield - Next 10 Years

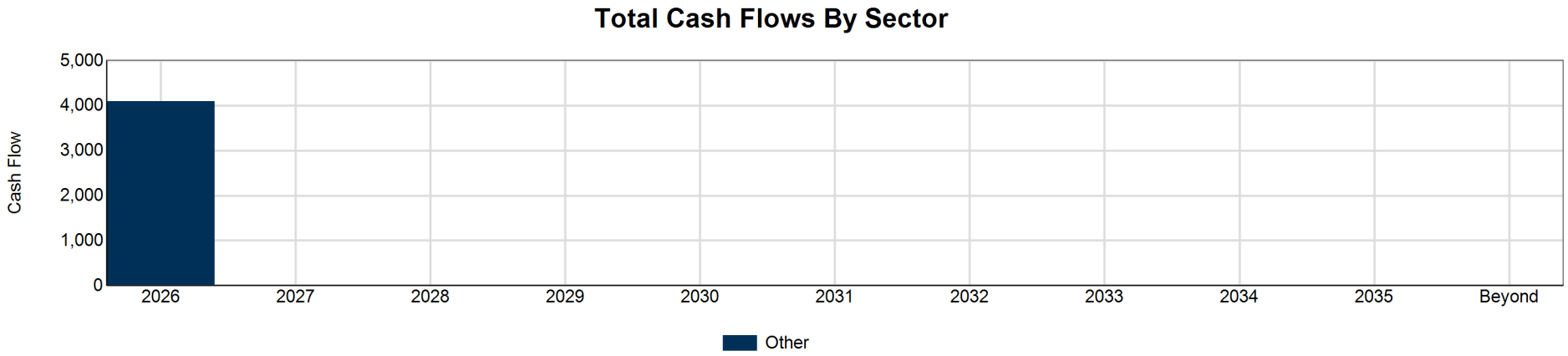
Yield Rolloff				
Year	Begin BY	Principal CF	Rolloff Yld	Ending BY
2026	3.85	4,067	3.85	
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				
2035				



Shocked Principal and Interest Cash Flow Analysis							
Year	Mod Up Stp	+100	+50	+25	-25	-50	Mod Dn Flt
2026	4,093	4,093	4,093	4,093	4,093	4,093	4,093

Sector Cash Flow - Next 10 Years

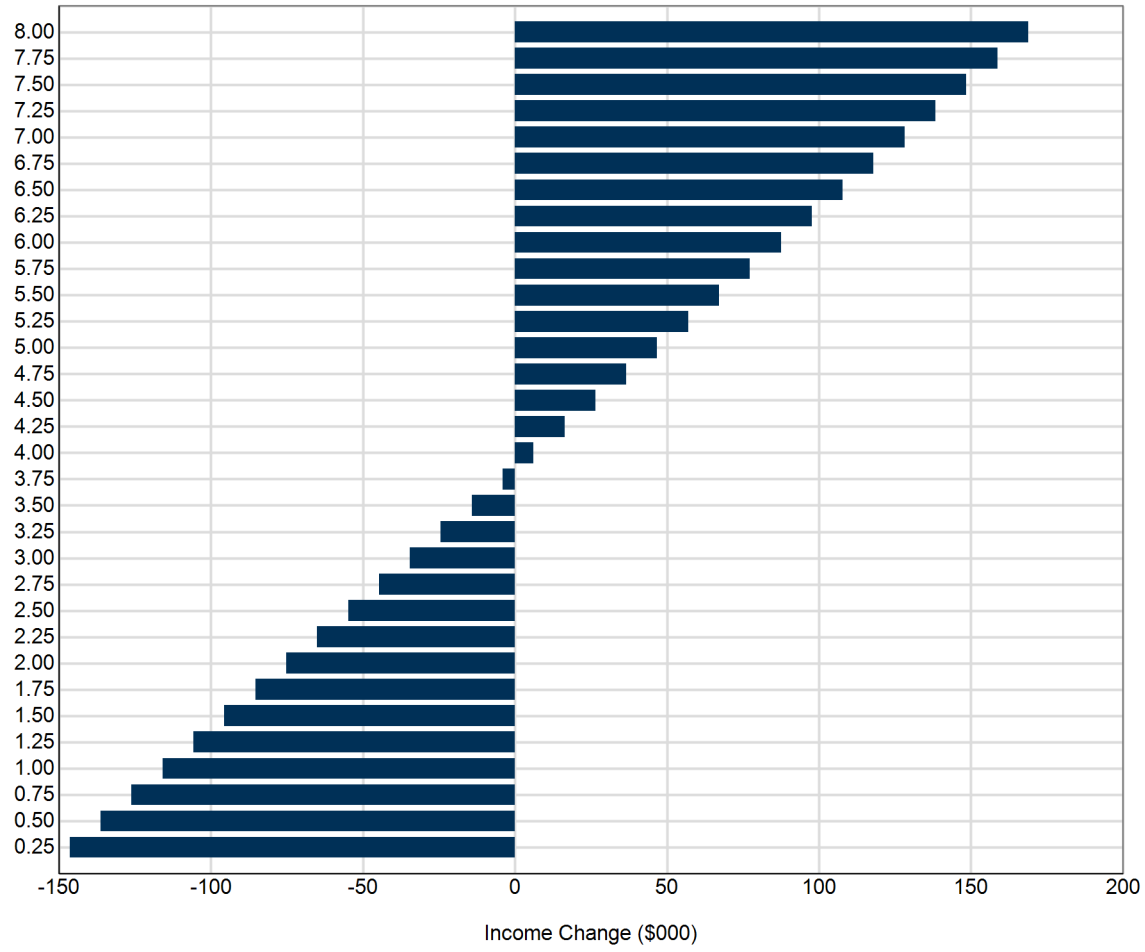
		2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Bk Yld Chg
Other	Cash Flow End BY	4,093										
Total	Cash Flow End BY	4,093										



Gap Analysis - Potential Income Impact of Principal Reinvestment

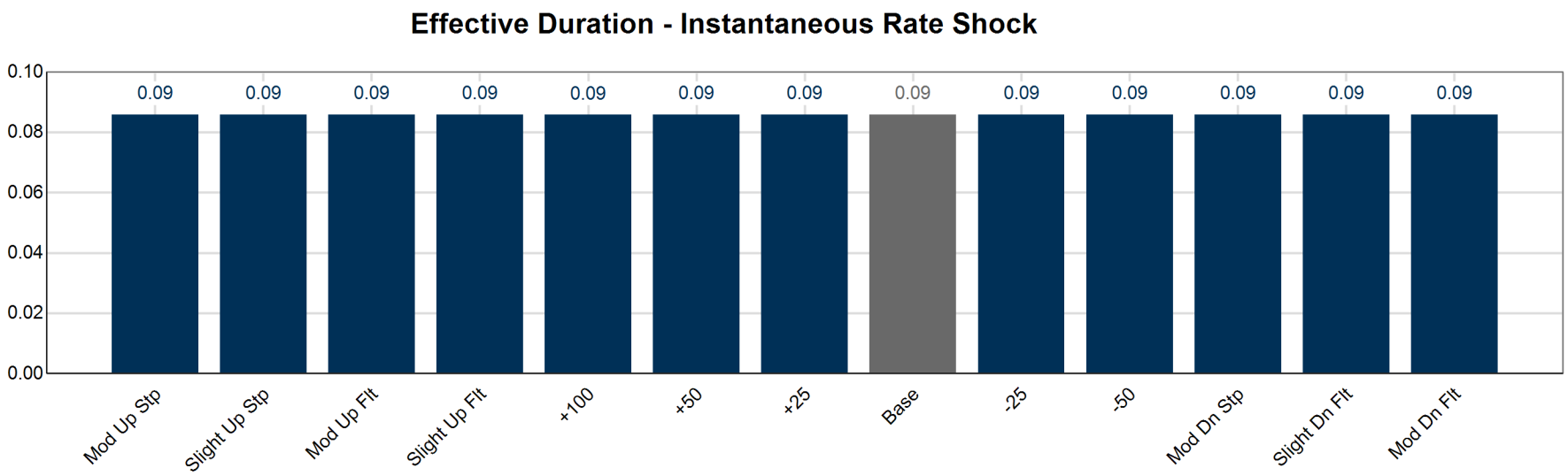
Principal Maturing(12 Mo.Horizon): $4,067
Current Book Yield of Principal Maturing: 3.85%
Est. Annual Income at Current Book Yield: $157

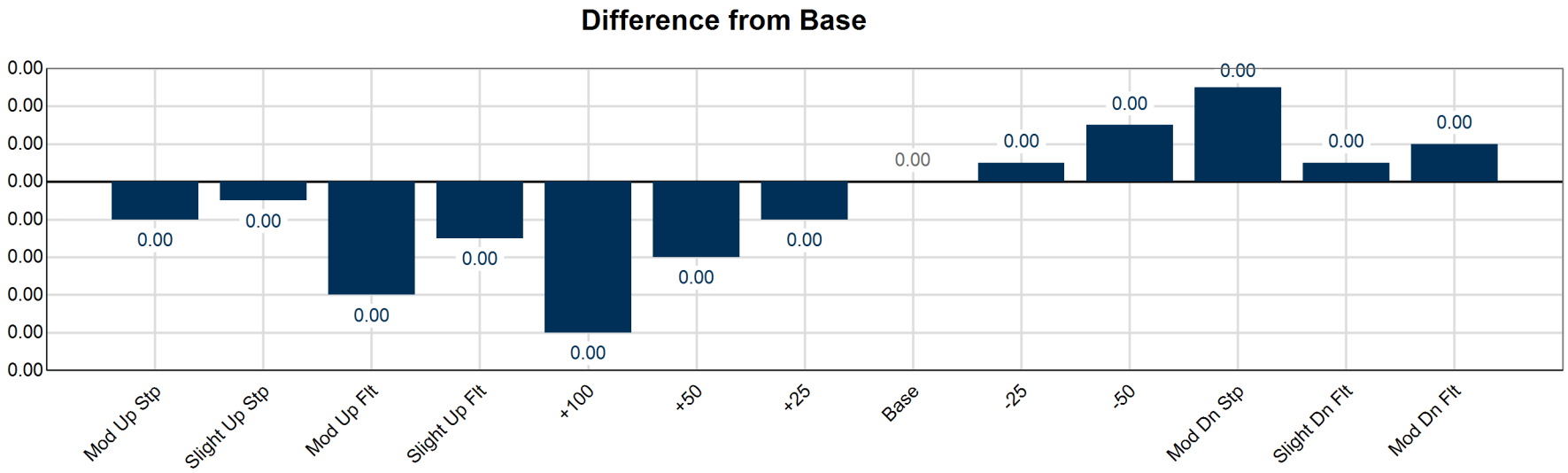
Estimated Impact on Income at Various Reinvestment Yields



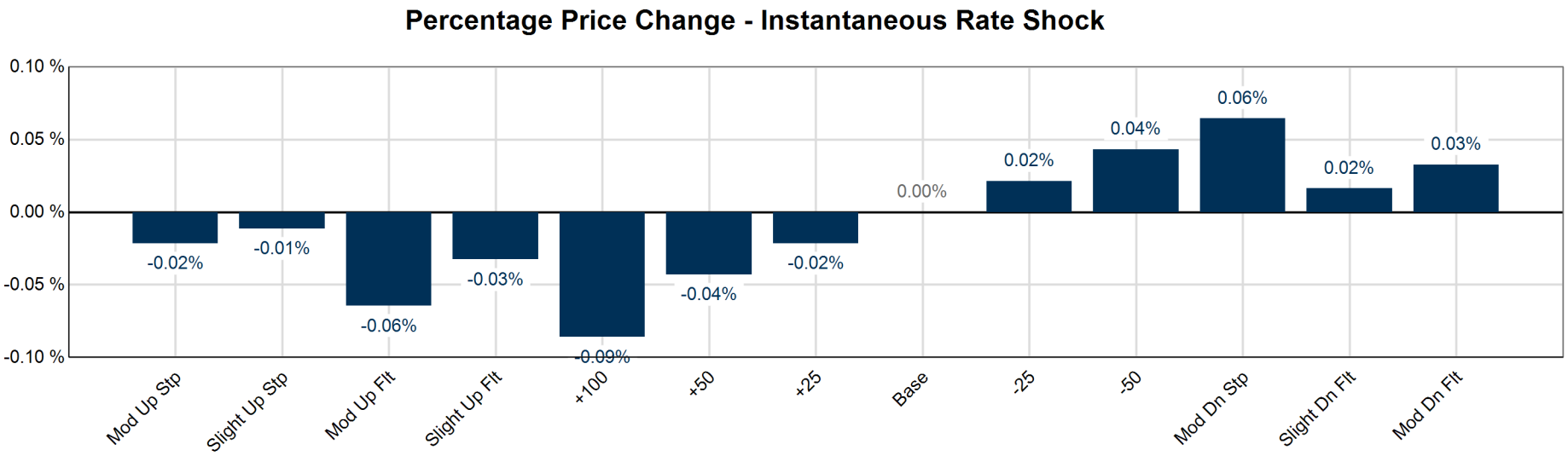
Assumed Reinvestment Yield	Estimated Annualized Income	Income Difference from Current Book	Resulting Book Yield
0.25	10	-146	0.25
0.50	20	-136	0.50
0.75	31	-126	0.75
1.00	41	-116	1.00
1.25	51	-106	1.25
1.50	61	-96	1.50
1.75	71	-85	1.75
2.00	81	-75	2.00
2.25	92	-65	2.25
2.50	102	-55	2.50
2.75	112	-45	2.75
3.00	122	-35	3.00
3.25	132	-24	3.25
3.50	142	-14	3.50
3.75	153	-4	3.75
4.00	163	6	4.00
4.25	173	16	4.25
4.50	183	26	4.50
4.75	193	37	4.75
5.00	203	47	5.00
5.25	214	57	5.25
5.50	224	67	5.50
5.75	234	77	5.75
6.00	244	87	6.00
6.25	254	98	6.25
6.50	264	108	6.50
6.75	275	118	6.75
7.00	285	128	7.00
7.25	295	138	7.25
7.50	305	149	7.50
7.75	315	159	7.75
8.00	325	169	8.00

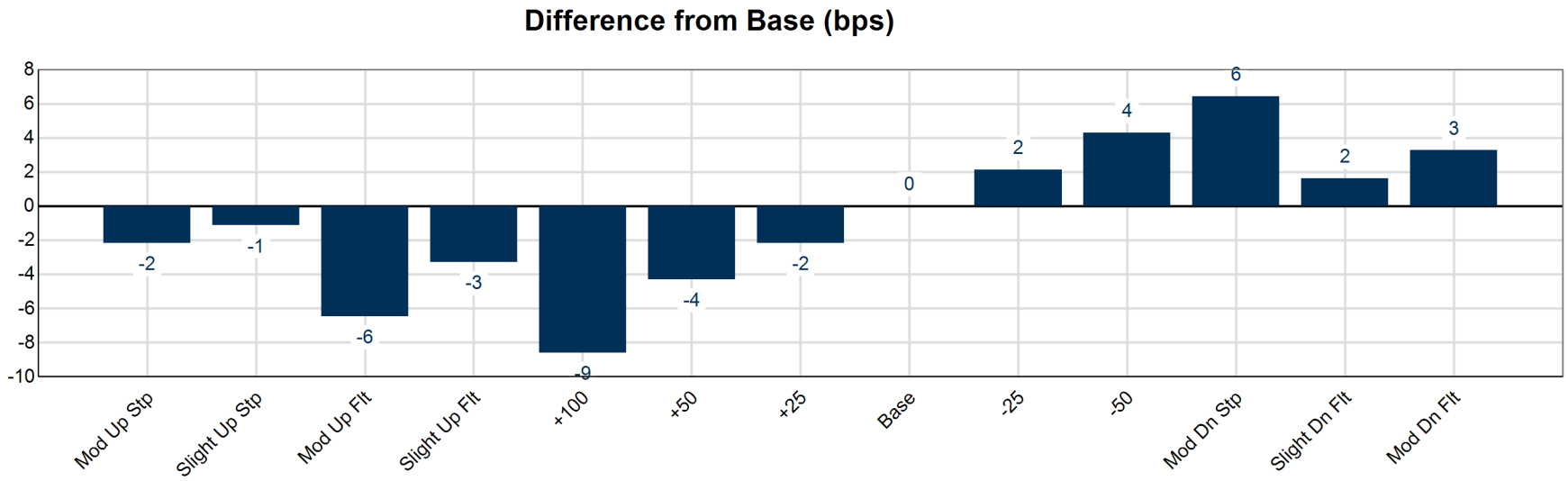
Effective Duration - Instantaneous Rate Shock



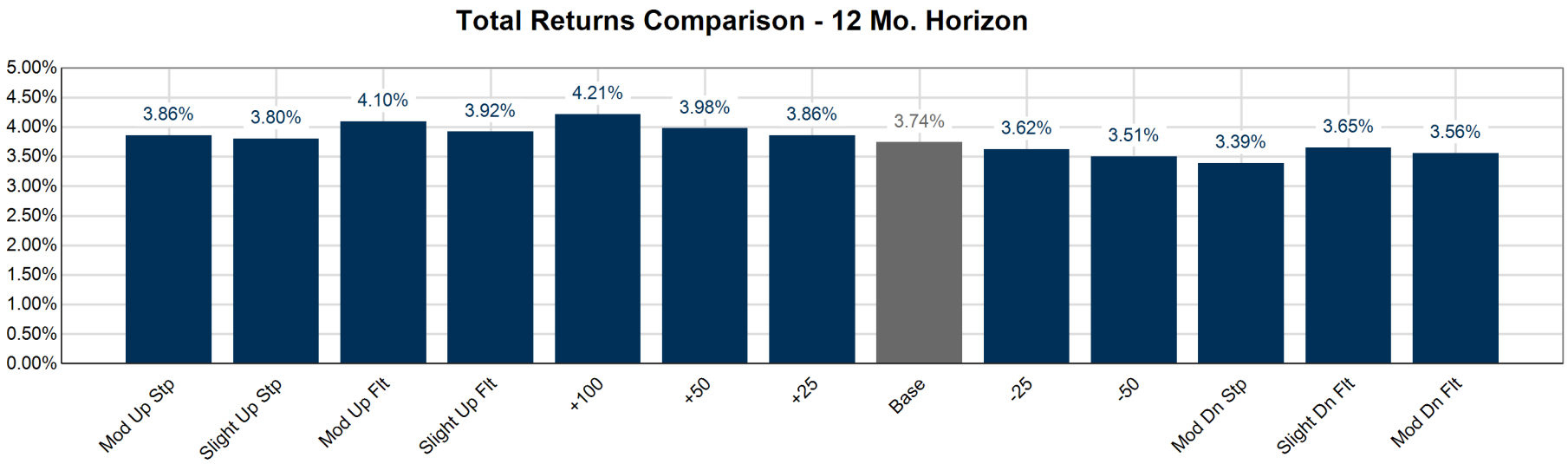


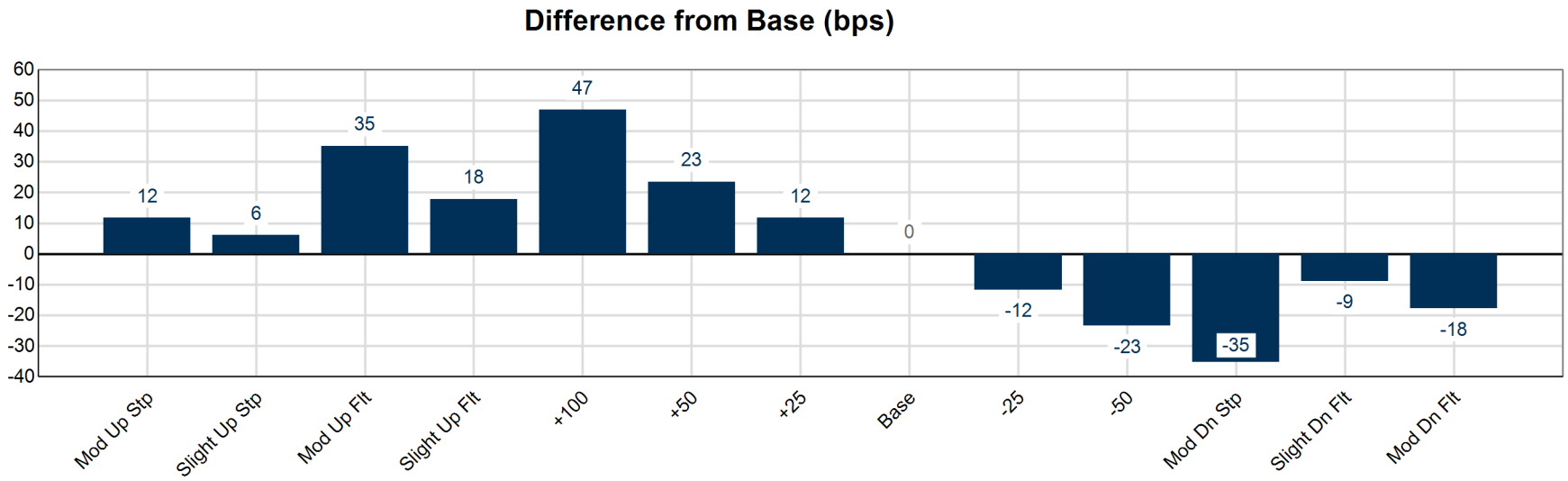
% Px Chng - Instantaneous Rate Shock





Total Returns - 12mo Horizon





Book Yield / Duration

No securities with par > 1 million

*Only securities >=$1mm shown

Market Yield / Duration

No securities with par > 1 million

*Only securities >=$1mm shown

Total Return / Duration

No securities with par > 1 million

*Only securities >=$1mm shown

OAS / Duration

No securities with par > 1 million

*Only securities >=$1mm shown

CD Option - Adjusted Analysis

Bond ID #	CUSIP	Security Description	Ticker	Cpn	Maturity Date	Opt Call	Cpn Type	Industry Sector	Par Value	Book Price	Mkt Price	Book Yield	Market Yield	WAL	Eff Dur	Eff Conv

Book Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Book Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Book Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	PALM1LAIF	STATE OF		4,067	100.00	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	3.85	3.85	3.85	3.85	3.85	3.85
				4,067	100.00							3.85	3.85	3.85	3.85	3.85	3.85

Market Yield Table - Instantaneous Rate Shock

						Projected Call Date - Instantaneous Rate Shock						Market Yield Table - Instantaneous Rate Shock					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	PALM1LAIF	STATE OF		4,067	100.00	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	7/31/26	3.85	3.85	3.85	3.85	3.85	3.85
				4,067	100.00							3.85	3.85	3.85	3.85	3.85	3.85

Percentage Price Change / 12 Month Total Return

						Price Change - Instantaneous Rate Shock						Projected TRR - 12mo. Horizon					
Bond ID #	CUSIP	Security Description	Original Structure	Par Value	Mkt Price	+100	+50	+25	Base	-25	-50	+100	+50	+25	Base	-25	-50
1	PALM1LAIF	STATE OF CALIFOR		4,067	100.00	-0.09	-0.04	-0.02	0.00	0.02	0.04	4.21	3.98	3.86	3.74	3.62	3.51
				4,067	100.00	-0.09	-0.04	-0.02	0.00	0.02	0.04	4.21	3.98	3.86	3.74	3.62	3.51

Portfolio Changes

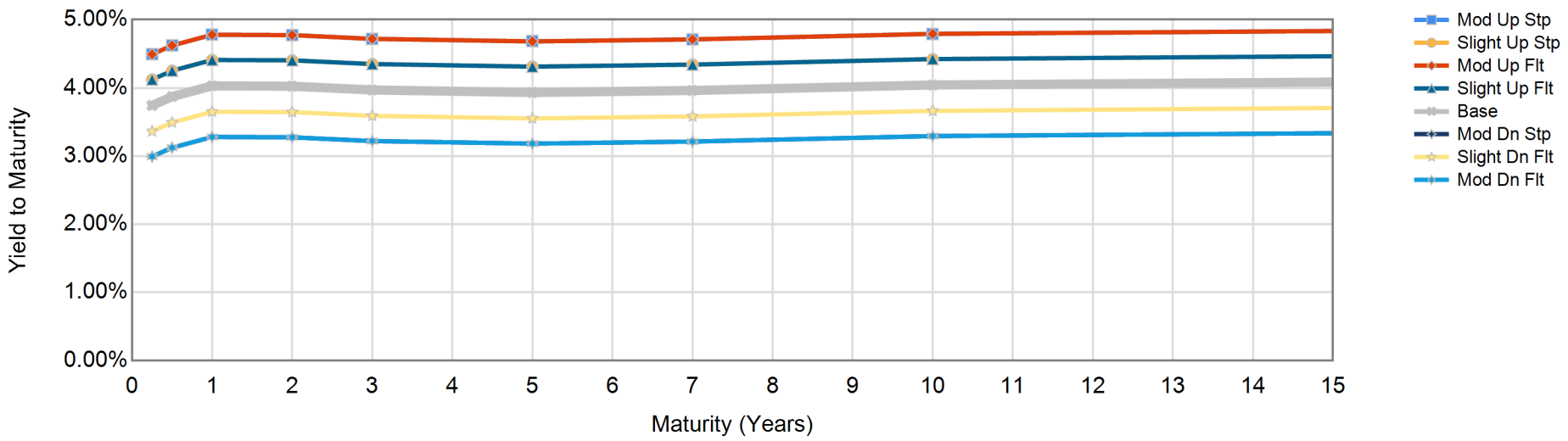
No Portfolio Changes

Shocked Assumptions

Scenarios

		Mod Up Stp	Slight Up Stp	Mod Up Flt	Slight Up Flt	+100	+50	+25	Base	-25	-50	Mod Dn Stp	Slight Dn Flt	Mod Dn Flt
Shift Amount	3mo	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	6mo	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	12mo	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	2yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	3yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	5yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	10yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
	30yr	75	38	75	38	100	50	25	0	-25	-50	-75	-38	-75
Shock Horizon		0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months	0 Months
Total Return Horizon		12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Shift Timing to Horizon		Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped	Ramped
Curve Type		Static	Static	Static	Static	Static	Static	Static	Static	Static	Static	Static	Static	Static

SOFRSwap Curve | Scenarios



Assumptions

• Calculation Engine	The Yield Book © and ZM Financial
• Prepayment Model	The Yield Book ©
• Data Sources	The Yield Book ©, Reuters, Intex, KDS and Stifel
• Curve Date	Same as Portfolio As Of Date
• Curve Type Used	SOFRSwap Curve
• Market Prices	Market prices are indications only, provided by Reuters unless otherwise specified
• Horizon Price Methodology	Constant OAS where possible; constant nominal spread change as a secondary method
• Horizon Period	0 month horizon for immediate rate shock scenarios; 12 month horizon for total return scenarios
• Reinvestment Rate	SOFR
• Cost of Funds	0.00%
• Tax Rate	00.0%
• Subtotal Weightings	Overall totals and subtotals are weighted by market value

Additional Information

Adjustable Rate Securities - YTM for ARMs and floaters assumes the coupon resets based on index levels implied by the static curve.

Projected Call Methodology - The method used to determine the call assumes a small internal margin to account for the "cost to call."

Municipals - For taxable institutions, the above tax rate detailed - along with TEFRA adjustments for BQs - is used to calculate TEY unless otherwise noted.

Original Face - If original face was not supplied, original face was estimated by dividing current face by current factor.

Dollar Amounts - Unless otherwise specified, dollar amounts are displayed in thousands (000s).

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City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
LEGISLATIVE AFFAIRS DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE SECOND AMENDMENT TO AGREEMENTS WITH ADVANCED AVANT-GARDE, INC., AND TOWNSEND PUBLIC AFFAIRS FOR COMPREHENSIVE GRANT-RELATED SERVICES, INCREASING EACH AGREEMENT AMOUNT BY $102,000, FOR A NOT TO EXCEED AMOUNT OF $210,000 FOR ADVANCED AVANT-GARDE, INC., AND FOR A NOT TO EXCEED AMOUNT OF $228,000 FOR TOWNSEND PUBLIC AFFAIRS FOR A COMBINED NOT TO EXCEED TOTAL OF $438,000, AND EXERCISE THE SECOND OPTION TO EXTEND BOTH AGREEMENTS THROUGH DECEMBER 2027, COMPLETING THE FULL THREE-YEAR TERM**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve the Second Amendment to Agreement No. A-9035 with Advanced Avant-Garde, Inc., for comprehensive grant-related services, increase the agreement amount by $102,000 for a total not to exceed amount of $210,000, and exercise the second option to extend the agreement through December 2027, completing the full three-year term;

2. Authorize the City Manager or his designee to execute the Second Amendment to Agreement No. A-9035 with Advanced Avant-Garde, Inc., including minimal and/or non-substantial changes;

3. Approve the Second Amendment to Agreement No. A-9036 with Townsend Public Affairs for comprehensive grant-related services, increasing the agreement amount by $108,000 for a total not to exceed amount of $228,000, and exercising the second option to extend the agreement through December 2027, completing the full three-year term; and,

4. Authorize the City Manager or his designee to execute the Second Amendment to Agreement No. A-9036 with Townsend Public Affairs, including minimal and/or non-substantial changes.

BACKGROUND

In May 2024, the City issued Request for Proposals (RFP 23-002-1100) to establish multi-year professional services agreements for grant consulting. The consultants provide support in identifying funding opportunities, preparing and submitting grant applications, advocating for awarded grants, and assisting with grant administration for a variety of City programs and capital improvement projects. Following the competitive procurement process, Advanced Avant-Garde, Inc., and Townsend Public Affairs and were selected.

On February 13, 2025, the City entered into Agreement No. A-9035 with Advanced Avant-Garde, Inc., and on April 2, 2025, the City entered into Agreement No. A-9036 with Townsend Public Affairs. Both agreements included an initial one-year term with options to extend for two additional years. First Amendments to the agreements were executed on February 25, 2026, for Advanced Avant-Garde, Inc., and March 10, 2026, for Townsend Public Affairs.

The City now seeks to exercise the second option to extend both agreements through December 2027, completing the full three-year term.

DISCUSSION

To date, the Consultant teams have helped the City secure approximately $31.3 million in grant funding, with an additional $136.5 million in grant applications currently under review with grantors. The Consultants help City staff identify grant opportunities, prepare strong applications, and support the grant process from application through award management. They also continue to support pending applications, identify new funding opportunities, and provide strategic guidance to improve future grant success.

The Legislative Affairs Division coordinates the City's grant program through monthly strategy meetings with the Consultant teams and City departments to identify funding priorities, assess project readiness, and coordinate grant application efforts.

Approval of the proposed Second Amendment will extend the agreements, increase the contract not to exceed amounts, and allow the Consultants to continue providing specialized grant services. The extension will ensure continuity, preserve institutional knowledge, and maintain the City's ability to pursue external funding opportunities without interruption.

FISCAL IMPACT

$210,000; $144,000 are budgeted for FY 2026-27 and available in the Legislative Affairs contract services account. Funds for subsequent years will be proposed through the annual budget process.

STRATEGIC PLAN

Goal I: Ensure long-term fiscal health of the City and maintain funding for services.

C. Pursue alternative financing opportunities for continued infrastructure improvements and quality community programs.

Prepared by:	Nardy Lopez, Assistant City Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Agrmt No. A 9035 Second Amendment with Advanced Avant-Garde, Inc.
Agrmt No. A-9035 First Amendment with Advanced Avant-Garde, Inc.
Agrmt No. A-9035 with Advanced Avant-Garde, Inc.
Agrmt No. A-9036 Second Amendment with Townsend Public Affairs
Agrmt No. A-9036 First Amendment with Townsend Public Affairs
Agrmt No. A-9036 with Townsend Public Affairs

SECOND AMENDMENT TO AGREEMENT A- 9035
BETWEEN THE CITY OF PALMDALE AND ADVANCED AVANT-GARDE, INC.

This Second Amendment to Agreement No. A-9035 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and ADVANCED AVANT-GARDE, INC. (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on 02/13/2025 ("Original Agreement") the CITY and CONTRACTOR entered into an agreement to provide:

Comprehensive grant-related services, including grant seeking, grant writing, post-submission advocacy, grant administration, and compliance management.

On 02/25/2026 First Amendment to Agreement No. A-9035 was executed to amend the term and original contract price by $36,000, for a total not to exceed contract amount of $108,000.

WHEREAS, the parties desire to amend the Original Agreement to:

Extend the agreement term for an additional 18 months from July 1, 2026 to December 31, 2027.

NOW THEREFORE, the parties agree as follows:

4 CONTRACT TERM

Original Agreement Term: 12 Months (Exp. 01/30/2026)

First Amendment: 5 Months (Exp. 6/30/2026)

Second Amendment: 18 Months (Exp. 12/31/2027)

6 PRICE

The compensation in the Original Agreement was amended to increase the Agreement by THIRTY-SIX THOUSAND dollars ($36,000), for a total not to exceed amount of ONE HUNDRED EIGHT THOUSAND dollars ($108,000).

The compensation is amended to increase the Agreement by ONE HUNDRED TWO THOUSAND dollars ($102,000) for a total not to exceed amount of TWO HUNDRED TEN THOUSAND dollars ($210,000).

Original Agreement Amount.....$72,000
First Amendment Amount.....$36,000
Second Amendment Amount.....$102,000

The agreement is Not-To-Exceed (NTE) Two Hundred Ten Thousand Dollars ($210,000)

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

NL
Jul 30, 2026, 11:34 AM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

ADVANCED AVANT-GARDE, INC.:

Ana Marie LeNoue
Jul 30, 2026, 11:53 AM PDT

Ana Marie LeNoue
President

ADDRESS FOR NOTICE:
ADVANCED AVANT-GARDE, INC.
807 S. Lemon Ave.
Diamond Bar, CA 91789

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Original contract and previous amendment(s) (if any) are attached
- Attached Agreement Checklist and met all requirements
- Attach Quotes, Solicitation Docs, City's Best Interest, Government Code, etc.

Record of Signing

For	City of Palmdale	For	alenoue@avant-garde-inc.com
Name	Nardy Lopez	Name	Ana Marie LeNoue
Title	Deputy City Manager	Title	

NL

Signed on Jul 30, 2026 11:34 AM PDT

Secured by Concord™
DocumentID: 033yb8msQhyroMxpnTKPxl
SigningID: 033yb8mgdPdvEynQe0nh6L
UTC Signing time: 2026-07-30 18:34:10 UTC
IP Address: 70.243.29.6
Email: nlopez@cityofpalmdaleca.gov

Ana Marie LeNoue

Signed on Jul 30, 2026 11:53 AM PDT

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DocumentID: 033yb8msQhyroMxpnTKPxl
SigningID: 033ybc5awJTcC2AsAaZTJa
UTC Signing time: 2026-07-30 18:53:25 UTC
IP Address: 172.115.161.253
Email: alenoue@avant-garde-inc.com

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FIRST AMENDMENT TO AGREEMENT A- 9035
BETWEEN THE CITY OF PALMDALE AND ADVANCED AVANT GARDE, INC.

This FIRST Amendment to Agreement No. A-9035 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and ADVANCED AVANT GARDE, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on 02/13/2025 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

CONSULTANT to provide services to perform the following grant-seeking and writing services work plan, and compliance management services, including but not limited to:

Strategic Planning and Grant Research

CONSULTANT shall coordinate meetings with CITY to identify priority projects and programs in need of grant funding. This process will include discussions on eligible grant funding from County, State, Federal, or private sources.

CONSULTANT shall research and identify potential grants and funding sources aligned with CITY priorities. The findings will include areas such as eligibility criteria, competitiveness, funding levels, and application deadlines. CONSULTANT shall assist the CITY in developing a strategic funding plan.

Grant Application Development and Submittal

CONSULTANT shall develop, draft, and submit grant applications, including all supplemental materials (e.g., budgets, maps, photos, plans, demographic data, and letters of support).

CONSULTANT shall share each grant application with CITY for review and approval prior to submission, ensure timely submission of all applications, provide proof of submission receipts, and provide CITY with a complete copy of each submitted application package.

CONSULTANT shall leverage relationships with funding agency officials and stakeholders to align grant applications with program goals, enhancing their competitiveness. Support may include crafting compelling narratives, securing stakeholder letters of support, and other strategic materials.

Post-Submission Advocacy and Monitoring

CONSULTANT shall contact legislators and agency officials to promote the need and urgency of CITY grant applications. Efforts shall include drafting letters of support and coordinating with legislators to engage granting agencies.

CONSULTANT shall monitor the status of submitted applications and provide CITY with regular updates, including progress reports on active applications and a

summary of grant applications submitted and their outcomes.

The CONSULTANT shall submit a monthly report detailing key activities, updates, and outcomes for CITY, which will accompany the monthly invoices.

Post-Award Administration and Compliance

CONSULTANT shall provide assistance with post-award administration and compliance, including:
a) Interaction with granting agencies on behalf of CITY;
b) Support for drafting and submitting required reports, evaluations, and compliance documentation; and,
c) Budget analysis and tracking of expenditures and reimbursements to ensure alignment with grant requirements.

CONSULTANT shall assist CITY in identifying fund balances, eligible projects, and creative funding strategies to maximize program outcomes.

Unsuccessful Applications

In the event of unsuccessful applications, CONSULTANT shall coordinate debriefing sessions with funding agencies to gather feedback and provide recommendations for future submissions to increase the likelihood of success.

General Provisions

All project deliverables shall be reviewed and approved by CITY to ensure acceptable completion. CITY reserves the right to review and inspect work at its discretion.

CONSULTANT shall not accept any changes to the scope of work or contract provisions without prior written authorization from CITY.

CITY shall provide CONSULTANT with necessary data, reports, records, and other information to facilitate timely performance of services.

WHEREAS, the parties desire to amend the Original Agreement to:

Exercise the first option to extend the agreement for an additional term of six (6) months, as outlined in A-9035 and increase the contract amount to reflect an additional retainer amount for the provided services outlined in the Scope of Work.

NOW THEREFORE, the parties agree as follows:

The compensation identified in the Original Agreement is amended to increase the Agreement by THIRTY SIX THOUSAND dollars ($36,000) for a total not to exceed amount of ONE HUNDRED AND EIGHT THOUSAND dollars ($108,000).

The Agreement term is extended to June 30, 2026.

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
Feb 24, 2026, 12:06 PM PST

Salvador Mendez
Interim City Manager

NL
Feb 19, 2026, 2:02 PM PST

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
Feb 24, 2026, 9:10 AM PST

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
Feb 25, 2026, 11:53 AM PST

Rochelle Scott
City Clerk

ADVANCED AVANT GARDE, INC.:

Ana Marie LeNoue
Feb 19, 2026, 4:26 PM PST

Ana LeNoue
President

ADDRESS FOR NOTICE:
ADVANCED AVANT GARDE, INC.
807 S. Lemon Ave.
Diamond Bar, CA 91789

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)

■Original contract and previous amendment(s) (if any) are attached
■Attached Agreement Checklist and met all requirements

Record of Signing

For City of Palmdale
Name Nardy Lopez
Title Deputy City Manager

NL

Signed on Feb 19, 2026 2:02 PM PST

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DocumentID: 032UugEMAt3r85J52FfC8A
SigningID: 032UugEAZg9PiD6hFAg1a6
UTC Signing time: 2026-02-19 22:02:57 UTC
IP Address: 206.171.111.149
Email: nlopez@cityofpalmdaleca.gov

For alenoue@avant-garde-inc.com
Name Ana Marie LeNoue
Title

Ana Marie LeNoue

Signed on Feb 19, 2026 4:26 PM PST

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DocumentID: 032UugEMAt3r85J52FfC8A
SigningID: 032UyCHdYKS9676veDyZAs
UTC Signing time: 2026-02-20 00:26:16 UTC
IP Address: 5.182.16.243
Email: alenoue@avant-garde-inc.com

For City of Palmdale
Name Alexandra Severino
Title

Alexandra Severino

Signed on Feb 24, 2026 9:10 AM PST

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DocumentID: 032UugEMAt3r85J52FfC8A
SigningID: 032XeC3E3ltwYEkp19twhx
UTC Signing time: 2026-02-24 17:10:18 UTC
IP Address: 97.131.119.112
Email: aseverino@harperburns.com

For smendez@cityofpalmdaleca.gov
Name Salvador Mendez
Title

Salvador Mendez

Signed on Feb 24, 2026 12:06 PM PST

Secured by Concord™
DocumentID: 032UugEMAt3r85J52FfC8A
SigningID: 032XiVs43GieV7GTUpsesC
UTC Signing time: 2026-02-24 20:06:19 UTC
IP Address: 206.171.111.149
Email: smendez@cityofpalmdaleca.gov

For City of Palmdale
Name Rochelle Scott
Title City Clerk

Rochelle Scott

Signed on Feb 25, 2026 11:53 AM PST

Secured by Concord™
DocumentID: 032UugEMAt3r85J52FfC8A
SigningID: 032YHX6evtuJzt8w1Ec5Gn
UTC Signing time: 2026-02-25 19:53:18 UTC
IP Address: 206.171.111.149
Email: rscott@cityofpalmdale.org

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AGREEMENT NO. A-9035
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND ADVANCED AVANT-GARDE, INC.

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and ADVANCED AVANT-GARDE, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS**,** City desires to engage CONSULTANT to provide certain consultant services; and

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the services described in this Contract. And, if required, is duly registered under the laws of the State of California; and

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 DESCRIPTION OF WORK

1.1 The City hereby engages CONSULTANT, and CONSULTANT accepts such engagement, to provide the following services:

CONSULTANT to provide services to perform the following grant-seeking and writing services work plan, and compliance management services, including but not limited to:

Strategic Planning and Grant Research

CONSULTANT shall coordinate meetings with CITY to identify priority projects and programs in need of grant funding. This process will include discussions on eligible grant funding from County, State, Federal, or private sources.

CONSULTANT shall research and identify potential grants and funding sources aligned with CITY priorities. The findings will include areas such as eligibility criteria, competitiveness, funding levels, and application deadlines. CONSULTANT shall assist the CITY in developing a strategic funding plan.

Grant Application Development and Submittal

CONSULTANT shall develop, draft, and submit grant applications, including all supplemental materials (e.g., budgets, maps, photos, plans, demographic data, and

letters of support).

CONSULTANT shall share each grant application with CITY for review and approval prior to submission, ensure timely submission of all applications, provide proof of submission receipts, and provide CITY with a complete copy of each submitted application package.

CONSULTANT shall leverage relationships with funding agency officials and stakeholders to align grant applications with program goals, enhancing their competitiveness. Support may include crafting compelling narratives, securing stakeholder letters of support, and other strategic materials.

Post-Submission Advocacy and Monitoring

CONSULTANT shall contact legislators and agency officials to promote the need and urgency of CITY grant applications. Efforts shall include drafting letters of support and coordinating with legislators to engage granting agencies.

CONSULTANT shall monitor the status of submitted applications and provide CITY with regular updates, including progress reports on active applications and a summary of grant applications submitted and their outcomes.

The CONSULTANT shall submit a monthly report detailing key activities, updates, and outcomes for CITY, which will accompany the monthly invoices.

Post-Award Administration and Compliance

CONSULTANT shall provide assistance with post-award administration and compliance, including:
a) Interaction with granting agencies on behalf of CITY;
b) Support for drafting and submitting required reports, evaluations, and compliance documentation; and,
c) Budget analysis and tracking of expenditures and reimbursements to ensure alignment with grant requirements.

CONSULTANT shall assist CITY in identifying fund balances, eligible projects, and creative funding strategies to maximize program outcomes.

Unsuccessful Applications

In the event of unsuccessful applications, CONSULTANT shall coordinate debriefing sessions with funding agencies to gather feedback and provide recommendations for future submissions to increase the likelihood of success.

General Provisions

All project deliverables shall be reviewed and approved by CITY to ensure acceptable completion. CITY reserves the right to review and inspect work at its discretion.

CONSULTANT shall not accept any changes to the scope of work or contract provisions without prior written authorization from CITY.

CITY shall provide CONSULTANT with necessary data, reports, records, and other information to facilitate timely performance of services.

CONSULTANT shall perform and complete all such work and services in a manner satisfactory to CITY.

1.2 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion. CITY shall have the right to review and inspect the work during the course of its performance at such times as may be specified by CITY.

1.3 CONSULTANT shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

1.4 CITY shall provide to CONSULTANT, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2 CITY PROJECT MANAGER

To provide the services required by this Contract, CONSULTANT shall act under the authority and approval of a Project Manager appointed by CITY. The City Project Manager will oversee the work under this Contract, assist CONSULTANT with any necessary information, audit billings, and approve payments. CONSULTANT shall channel reports, deliverables, and special requests through the City Project Manager.

3 CONSULTANT'S KEY PERSONNEL

CONSULTANT's Team and Key Personnel are as follows:

Ana LeNoue, President and Megan LeNoue

This Consultant Services Contract has been awarded to CONSULTANT based on its representation that those personnel and subcontractors listed above will perform the portions of the work listed herein. CONSULTANT shall not deviate nor substitute any of these team members without prior written approval by CITY.

4 CONTRACT TERM

The term of this contract is ONE (1) YEAR, commencing on the effective date, with CITY reserving the option to extend the agreement for TWO (2) additional terms of one (1) year each.

5 TAXES

5.1 CONSULTANT shall pay all sales, consumer, use, and other similar taxes required to be paid by CONSULTANT in accordance with state and local laws.

5.2 CONSULTANT is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONSULTANT or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

5.3 CONSULTANT shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

6 PATENT FEES AND ROYALTIES

CONSULTANT shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified by CITY for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONSULTANT shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, product or device not specified by CITY, and shall defend all such claims in connection with any alleged infringement of such rights.

7 STANDARDS OF PERFORMANCE

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY -furnished information.

8 CONSULTANT’S PERSONNEL

8.1 All services required under this Contract shall be performed by CONSULTANT, or under CONSULTANT'S direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

8.2 CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

8.3 CONSULTANT shall be responsible for payment of all CONSULTANT's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

8.4 CONSULTANT shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONSULTANT's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

9 COMPENSATION

9.1 For all of work and services including the various phases of tasks as described in Section 1, CITY shall pay to CONSULTANT an amount not to exceed the sum of SEVENTY TWO THOUSAND dollars ($72000), payable as follows:

CITY shall pay CONSULTANT a not to exceed amount of $72,000 for services at a monthly invoiced amount of $6,000.

The Contract Price is CONSULTANT'S estimate of its charges for all of the services, including all labor, equipment, material, subcontractor and reimbursable costs, to be provided under this Agreement. Progress payments shall be made on a time and material basis. Final payment shall be made upon completion of all services and City acceptance of all deliverables, not-to-exceed the Contract Price.

9.2 CONSULTANT shall perform no work in excess of the total contract price without prior written approval of CITY. Total contract price includes expenses related to travel to and from CITY to meet with City and to appear, if so required, before City Council or any other board or commission of CITY.

9.3 CONSULTANT shall maintain adequate records and shall permit inspection and audit by CITY of CONSULTANT's charges under this Contract. CONSULTANT shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONSULTANT for one (1) year following completion of the

work under this Contract unless a longer period of time is required by state or federal law, in which event CONSULTANT shall retain its records for the time required by such laws.

9.4 No payment made hereunder by CITY to CONSULTANT, shall be construed as an acceptance by CITY of any work or materials, nor as evidence of satisfactory performance by CONSULTANT of its obligations under this Contract.

10 INDEMNIFICATION

To the fullest extent permitted by law, CONSULTANT and any contractors or subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter "Indemnified Parties") for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONSULTANT, its contractors or subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONSULTANT and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONSULTANT shall ensure that the contract of any contractor or subcontractor working under this agreement contain an indemnity agreement, requiring the contractor or subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONSULTANT shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

11 INSURANCE

11.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 11.8, must be reviewed and accepted by the City Attorney**.

11.1.1 <u>Workers' Compensation and Employer's Liability</u>

- Workers' Compensation—coverage as required by the State of California
- Employer's Liability:
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.2 Professional Liability (Errors & Omissions) Insurance*

- $1,000,000 limit on a per occurrence basis

11.1.3 Commercial General Liability

- $1,000,000.00 limit on a per occurrence basis
- $2,000,000.00 general aggregate limit

11.1.4 Commercial Automobile Liability

- $1,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

11.2 All of CONSULTANT's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty- (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

11.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificate and endorsements shall state: "The City of Palmdale, the Successor Agency of the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Industrial Development Authority of the City of Palmdale, Palmdale Airport Authority, their officers, agents, employees and volunteers are named as additional insured's."

B. "Severability of Interest" clause.

11.4 Promptly on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from CITY, CONSULTANT shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.5 The requirements as to the types and limits of insurance to be maintained by CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT's liabilities and obligations under this Contract.

11.6 Any policy or policies of insurance that CONSULTANT elects to carry as insurance against loss or damage to its equipment and tools or other personal

property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

11.7 All insurance coverage must be maintained throughout the duration of this Contract.

11.8 Acceptable Proof of Insurance:

11.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; Additional insured Form CG20101185 or CG20100707 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

11.8.2 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

11.8.3 *When professional (E&O) liability coverage is provided on a "claims made basis", CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONSULTANT fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONSULTANT shall require any and all subcontractor's working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONSULTANT shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONSULTANT's sole risk. CONSULTANT's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 TERMINATION WITHOUT CAUSE

CITY reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub-consultants to cease such work. CONSULTANT

shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City's property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

13 TERMINATION FOR CAUSE

13.1 If the City determines that the CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, the City shall give written notice to the CONSULTANT specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for the City's dissatisfaction and suggest corrective measures. If, after thirty days, the CONSULTANT has failed to implement the corrective measures, the City may elect to terminate this Contract, in whole or in part.

13.2 In the event the City terminates this Contract in whole or in part as provided herein above, the City may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

13.3 If this Contract is terminated as provided above, the City may require the CONSULTANT to provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by the CONSULTANT. Upon such termination, the CONSULTANT shall be paid an amount equal to the value of the services provided and work performed as of the date of termination. Such payment by the City may take into consideration the costs associated with hiring another CONSULTANT to complete the services. In the event no new CONSULTANT is employed, the CONSULTANT shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses.

The above is in addition to any other remedies available by law or equity to the City.

13.4 If, after notice of termination of the Contract under the provisions of this Section 13, it is determined, for any reason, that CONSULTANT was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 12.

14 DISPUTE RESOLUTION

All claims, disputes, and other matters in question between CITY and CONSULTANT arising out of, or relating to this Contract, or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

15 OWNERSHIP OF DOCUMENTS

All documents, including, but not limited to, research, field notes, investigations, analysis, and studies which are prepared in the performance of this Contract are to be, and remain the property of CITY. CONSULTANT shall furnish CITY, upon its request, originals or reproducible or electronic copies of reports, studies and of all other documents listed above.

16 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

16.1 CONSULTANT shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services covered, identification of the proposed assignee, delegates or subcontractor, and an explanation of why and how the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegates or subcontractor shall include the following:

A. The amount involved, together with CONSULTANT's analysis of such cost or price; and

B. A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of CITY.

C. The requirement to hire only those persons authorized by federal law to work in the United States.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONSULTANT and shall not bind or purport to bind CITY and shall not release CONSULTANT from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONSULTANT under this Contract.

17 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

17.1 In performance of this Contract, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation, or age. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without

regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

17.2 The provisions of subsection 17.1 above shall be included in all solicitations or advertisements placed by or on behalf of CONSULTANT for personnel to perform any services under this Contract. CITY shall have access to all documents, data and records of CONSULTANT and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 which is incorporated herein by this reference. A copy of Executive Order No. 11246 is available for inspection at, and on file with, the Palmdale City Clerk's Office.

18 FINANCIAL INTEREST CERTIFICATION

18.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT's firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability, or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 CONFLICT OF INTEREST

19.1 CONSULTANT stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONSULTANT to be "financial interested" (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONSULTANT shall not employ any City official or employee to perform any work required pursuant to this Contract.

19.3 If CONSULTANT is a registered professional engineer or licensed land surveyor and the scope of work requires CONSULTANT'S recommendation of the actual formula to spread the costs of an assessment district's improvements, then CONSULTANT shall not participate in making that recommendation if the additional elements set forth in Government Code section 87100.1(c) apply. Those additional elements are: (1) CONSULTANT has received income of $250 or more for

professional services in connection with any parcel included in the benefit assessment district within 12 months prior to the creation of the district; and (2) the district includes other parcels in addition to those parcels for which CONSULTANT received the income. In the event a conflict of interest does arise in that context, City shall select a different CONSULTANT to recommend the actual formula to spread the costs of the assessment district's improvements and the costs of such services shall be deducted from the compensation to be paid to CONSULTANT.

19.4 To the extent required by the City Manager/designee, CONSULTANT shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 COMPLIANCE WITH LAW

20.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

21 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

22 ENTIRE CONTRACT AND AMENDMENTS

22.1 This Contract is the complete agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

22.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONSULTANT hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

22.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

23 ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Ronda Perez
Signed: 2/12/2025

Ronda Perez
City Manager

NL
Signed: 2/4/2025

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway
Palmdale, CA 93550

ADVANCED AVANT-GARDE, INC.:

Ana Marie LeNoue
Signed: 2/4/2025

Ana LeNoue
President

ADDRESS FOR NOTICE:
ADVANCED AVANT-GARDE, INC.
807 S. Lemon Ave
Diamond Bar, CA 91789

APPROVE AS TO FORM:

William Patrick Curley III
Signed: 2/11/2025

William P. Curley, III
City Attorney

ATTEST:

Roxanne Faber
Signed: 2/13/2025

Roxanne Faber
City Clerk

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Attached Agreement Checklist and met all requirements

For
Name
Title

NL

Signed on 2025-02-04 01:52:34 GMT

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DocumentID: 02yzq8vcijTKNj64pgCNa7
SigningID: 02yzq8vccgl6Q31OAhJHIS
Signing date: 2/4/2025
IP Address: 206.171.111.149
Email: nlopez@cityofpalmdale.org

For
Name
Title

Ana Marie LeNoue

Signed on 2025-02-04 23:52:07 GMT

Secured by Concord™
DocumentID: 02yzq8vcijTKNj64pgCNa7
SigningID: 02z0MWglszuVR42iQ2olkI
Signing date: 2/4/2025
IP Address: 12.158.250.226
Email: alenoue@avant-garde-inc.com

For
Name
Title

William Patrick Curley III

Signed on 2025-02-11 20:12:57 GMT

Secured by Concord™
DocumentID: 02yzq8vcijTKNj64pgCNa7
SigningID: 02z4GWLqTtkYwK0euMUy9I
Signing date: 2/11/2025
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

For
Name
Title

Ronda Perez

Signed on 2025-02-12 20:16:10 GMT

Secured by Concord™
DocumentID: 02yzq8vcijTKNj64pgCNa7
SigningID: 02z4pwHRCamkxETU8bCMLI
Signing date: 2/12/2025
IP Address: 108.147.151.7
Email: rperez@cityofpalmdale.org

For
Name
Title

Roxanne Faber

Signed on 2025-02-13 16:51:51 GMT

Secured by Concord™
DocumentID: 02yzq8vcijTKNj64pgCNa7
SigningID: 02z5KGQOz1I8Z5UuOf1Il17
Signing date: 2/13/2025
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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SECOND AMENDMENT TO AGREEMENT A- 9036
BETWEEN THE CITY OF PALMDALE AND TOWNSEND PUBLIC AFFAIRS

This Second Amendment to Agreement No. A-9036 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and TOWNSEND PUBLIC AFFAIRS (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on 04/02/2025 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Comprehensive grant-related services, including grant seeking, grant writing, post-submission advocacy, grant administration, and compliance management.

On 3/10/2026 First Amendment to Agreement No. A-9036 was executed to amend the term and original contract price by $36,000, for a total not to exceed contract amount of $120,000.

WHEREAS, the parties desire to amend the Original Agreement to:

Extend the agreement term for an additional 18 months from July 1, 2026 to December 31, 2027.

NOW THEREFORE, the parties agree as follows:

4 CONTRACT TERM

Original Agreement Term: 14 Months (Exp. 12/31/2025)

First Amendment: 6 Months (Exp. 6/30/2026)

Second Amendment: 18 Months (Exp. 12/31/2027)

6 PRICE

The compensation in the Original Agreement was amended to increase the Agreement by THIRTY SIXTY THOUSAND dollars ($36,000) for a total not to exceed amount of ONE HUNDRED TWENTY THOUSAND dollars ($120,000).

The compensation is amended to increase the Agreement by ONE HUNDRED EIGHT THOUSAND dollars ($108,000) for a total not to exceed amount of TWO HUNDRED TWENTY EIGHT THOUSAND dollars ($228,000).

Original Agreement Amount.....$84,000
First Amendment Amount.....$36,000
Second Amendment Amount.....$108,000

The agreement is not-to-exceed (NTE) Two Hundred Twenty-Eight Thousand Dollars ($228,000)

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

NL
Jul 29, 2026, 4:05 PM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

TOWNSEND PUBLIC AFFAIRS:

Jul 29, 2026, 8:35 PM PDT

Christopher Townsend
President

ADDRESS FOR NOTICE:
TOWNSEND PUBLIC AFFAIRS
1401 Dove Street, Suite 430
Newport Beach, CA 92660

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Original contract and previous amendment(s) (if any) are attached
■Attached Agreement Checklist and met all requirements
■Attach Quotes, Solicitation Docs, City's Best Interest, Government Code, etc.

Record of Signing

For	City of Palmdale	For	ctownsend@townsendpa.com
Name	Nardy Lopez	Name	Christopher Townsend
Title	Deputy City Manager	Title	President

Signed on Jul 29, 2026 4:05 PM PDT

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DocumentID: 033y8Sl4xfF2tEGRfHuih7
SigningID: 033y8SkgIaiaJOAUM7pGec
UTC Signing time: 2026-07-29 23:05:35 UTC
IP Address: 45.62.177.244
Email: nlopez@cityofpalmdaleca.gov

Signed on Jul 29, 2026 8:35 PM PDT

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DocumentID: 033y8Sl4xfF2tEGRfHuih7
SigningID: 033yF5VnvgqlPMdBqR4MEF
UTC Signing time: 2026-07-30 03:35:32 UTC
IP Address: 72.219.129.141
Email: ctownsend@townsendpa.com

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FIRST AMENDMENT TO AGREEMENT A-9036 BETWEEN THE CITY OF PALMDALE AND TOWNSEND PUBLIC AFFAIRS

This FIRST Amendment to Agreement No. A-9036 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and TOWNSEND PUBLIC AFFAIRS (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on 04/02/2025 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:
Services to perform the following grant-seeking and writing services work plan, and compliance management services, including but not limited to:

Strategic Planning and Grant Research:

CONSULTANT shall coordinate meetings with CITY to identify priority projects and programs in need of grant funding. This process will include discussions on eligible grant funding from County, State, Federal, or private sources.

CONSULTANT shall research and identify potential grants and funding sources aligned with CITY priorities. The findings will include areas such as eligibility criteria, competitiveness, funding levels, and application deadlines.

CONSULTANT shall assist the CITY in developing a strategic funding plan.

Grant Application Development and Submittal:

CONSULTANT shall develop, draft, and submit grant applications, including all supplemental materials (e.g., budgets, maps, photos, plans, demographic data, and letters of support).

CONSULTANT shall share each grant application with CITY for review and approval prior to submission, ensure timely submission of all applications, provide proof of submission receipts, and provide CITY with a complete copy of each submitted application package.

CONSULTANT shall leverage relationships with funding agency officials and stakeholders to align grant applications with program goals, enhancing their competitiveness. Support may include crafting compelling narratives, securing stakeholder letters of support, and other strategic materials.

Post-Submission Advocacy and Monitoring:

CONSULTANT shall contact legislators and agency officials to promote the need and urgency of CITY grant applications. Efforts shall include drafting letters of support and coordinating with legislators to engage granting agencies.

CONSULTANT shall monitor the status of submitted applications and provide CITY with regular updates, including progress reports on active applications and a summary of grant applications submitted and their outcomes.

The CONSULTANT shall submit a monthly report detailing key activities, updates, and outcomes for CITY, which will accompany the monthly invoices.

Post-Award Administration and Compliance:

CONSULTANT shall provide assistance with post-award administration and compliance, including:
a) Interaction with granting agencies on behalf of CITY;
b) Support for drafting and submitting required reports, evaluations, and compliance documentation; and,
c) Budget analysis and tracking of expenditures and reimbursements to ensure alignment with grant requirements.

CONSULTANT shall assist CITY in identifying fund balances, eligible projects, and creative funding strategies to maximize program outcomes.

Unsuccessful Applications:

In the event of unsuccessful applications, CONSULTANT shall coordinate debriefing sessions with funding agencies to gather feedback and provide recommendations for future submissions to increase the likelihood of success.

General Provisions:

All project deliverables shall be reviewed and approved by CITY to ensure acceptable completion. CITY reserves the right to review and inspect work at its discretion.

CONSULTANT shall not accept any changes to the scope of work or contract provisions without prior written authorization from CITY.

CITY shall provide CONSULTANT with necessary data, reports, records, and other information to facilitate timely performance of services.

WHEREAS, the term of the Agreement No. A-9036 between the CITY and CONSULTANT is from 11/01/2024 to 12/31/2025;

WHEREAS, the parties desire to amend the Original Agreement to:

Exercise the first option to extend the agreement for an additional term of six (6) months, as outlined in A-9036 and increase the contract amount to reflect an additional retainer amount for the provided services outlined in the Scope of Work.

NOW THEREFORE, the parties agree as follows:

The compensation identified in the Original Agreement is amended to increase the Agreement by THIRTY SIX THOUSAND dollars ($36,000) for a total not to exceed amount of ONE HUNDRED AND TWENTY THOUSAND dollars ($120,000).

The Agreement term is extended to June 30, 2026.

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE

Salvador Mendez
Mar 3, 2026, 9:21 AM PST

Salvador Mendez
Interim City Manager

NL
Feb 24, 2026, 4:28 PM PST

ADDRESS FOR NOTICE:
CITY OF PALMDALE
3800 Sierra Highway
Palmdale, CA 93550

TOWNSEND PUBLIC AFFAIRS

Christopher Townsend
Feb 26, 2026, 3:47 PM PST

Christopher Townsend
President

ADDRESS FOR NOTICE:
TOWNSEND PUBLIC AFFAIRS
1401Dove Street., Ste 430 Newport Beach, CA 92660

APPROVE AS TO FORM:

Alexandra Severino
Mar 4, 2026, 5:24 PM PST

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
Mar 10, 2026, 3:13 PM PDT

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)

■Original contract and previous amendment(s) (if any) are attached
■Attached Agreement Checklist and met all requirements

Record of Signing

For City of Palmdale
Name Nardy Lopez
Title Deputy City Manager

NL

Signed on Feb 24, 2026 4:28 PM PST

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DocumentID: 032Xow4sUj3UagM7ytXbc1
SigningID: 032Xow4ZaEd4hUmV9zZOZg
UTC Signing time: 2026-02-25 00:28:02 UTC
IP Address: 206.171.111.149
Email: nlopez@cityofpalmdaleca.gov

For ctownsend@townsendpa.com
Name Christopher Townsend
Title President

Christopher Townsend

Signed on Feb 26, 2026 3:47 PM PST

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DocumentID: 032Xow4sUj3UagM7ytXbc1
SigningID: 032YwbpFb2ITUfsWhEMblq
UTC Signing time: 2026-02-26 23:47:05 UTC
IP Address: 45.51.108.111
Email: ctownsend@townsendpa.com

For smendez@cityofpalmdaleca.gov
Name Salvador Mendez
Title

Salvador Mendez

Signed on Mar 3, 2026 9:21 AM PST

Secured by Concord™
DocumentID: 032Xow4sUj3UagM7ytXbc1
SigningID: 032bdqK4gfAfGLiYifbhNu
UTC Signing time: 2026-03-03 17:21:33 UTC
IP Address: 206.171.111.149
Email: smendez@cityofpalmdaleca.gov

For City of Palmdale
Name Alexandra Severino
Title

Alexandra Severino

Signed on Mar 4, 2026 5:24 PM PST

Secured by Concord™
DocumentID: 032Xow4sUj3UagM7ytXbc1
SigningID: 032cP2Jao0PeOZ9uY9N2Cl
UTC Signing time: 2026-03-05 01:24:36 UTC
IP Address: 97.131.119.112
Email: aseverino@harperburns.com

For City of Palmdale
Name Rochelle Scott
Title City Clerk

Rochelle Scott

Signed on Mar 10, 2026 3:13 PM PDT

Secured by Concord™
DocumentID: 032Xow4sUj3UagM7ytXbc1
SigningID: 032fkND02vDlzNXK1RDRlx
UTC Signing time: 2026-03-10 22:13:12 UTC
IP Address: 206.171.111.149
Email: rscott@cityofpalmdale.org

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Signed with https://www.concord.app/

AGREEMENT NO. A-9036
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND TOWNSEND PUBLIC AFFAIRS, INC.

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and TOWNSEND PUBLIC AFFAIRS, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS**,** City desires to engage CONSULTANT to provide certain consultant services; and

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the services described in this Contract. And, if required, is duly registered under the laws of the State of California; and

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 DESCRIPTION OF WORK

1.1 The City hereby engages CONSULTANT, and CONSULTANT accepts such engagement, to provide the following services:

CONSULTANT to provide services to perform the following grant-seeking and writing services work plan, and compliance management services, including but not limited to:

Strategic Planning and Grant Research

CONSULTANT shall coordinate meetings with CITY to identify priority projects and programs in need of grant funding. This process will include discussions on eligible grant funding from County, State, Federal, or private sources.

CONSULTANT shall research and identify potential grants and funding sources aligned with CITY priorities. The findings will include areas such as eligibility criteria, competitiveness, funding levels, and application deadlines. CONSULTANT shall assist the CITY in developing a strategic funding plan.

Grant Application Development and Submittal

CONSULTANT shall develop, draft, and submit grant applications, including all supplemental materials (e.g., budgets, maps, photos, plans, demographic data, and

letters of support).

CONSULTANT shall share each grant application with CITY for review and approval prior to submission, ensure timely submission of all applications, provide proof of submission receipts, and provide CITY with a complete copy of each submitted application package.

CONSULTANT shall leverage relationships with funding agency officials and stakeholders to align grant applications with program goals, enhancing their competitiveness. Support may include crafting compelling narratives, securing stakeholder letters of support, and other strategic materials.

Post-Submission Advocacy and Monitoring

CONSULTANT shall contact legislators and agency officials to promote the need and urgency of CITY grant applications. Efforts shall include drafting letters of support and coordinating with legislators to engage granting agencies.

CONSULTANT shall monitor the status of submitted applications and provide CITY with regular updates, including progress reports on active applications and a summary of grant applications submitted and their outcomes.

The CONSULTANT shall submit a monthly report detailing key activities, updates, and outcomes for CITY, which will accompany the monthly invoices.

Post-Award Administration and Compliance

CONSULTANT shall provide assistance with post-award administration and compliance, including:
a) Interaction with granting agencies on behalf of CITY;
b) Support for drafting and submitting required reports, evaluations, and compliance documentation; and,
c) Budget analysis and tracking of expenditures and reimbursements to ensure alignment with grant requirements.

CONSULTANT shall assist CITY in identifying fund balances, eligible projects, and creative funding strategies to maximize program outcomes.

Unsuccessful Applications

In the event of unsuccessful applications, CONSULTANT shall coordinate debriefing sessions with funding agencies to gather feedback and provide recommendations for future submissions to increase the likelihood of success.

General Provisions

All project deliverables shall be reviewed and approved by CITY to ensure acceptable completion. CITY reserves the right to review and inspect work at its discretion.

CONSULTANT shall not accept any changes to the scope of work or contract provisions without prior written authorization from CITY.

CITY shall provide CONSULTANT with necessary data, reports, records, and other information to facilitate timely performance of services.

CONSULTANT shall perform and complete all such work and services in a manner satisfactory to CITY.

1.2 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion. CITY shall have the right to review and inspect the work during the course of its performance at such times as may be specified by CITY.

1.3 CONSULTANT shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

1.4 CITY shall provide to CONSULTANT, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2 CITY PROJECT MANAGER

To provide the services required by this Contract, CONSULTANT shall act under the authority and approval of a Project Manager appointed by CITY. The City Project Manager will oversee the work under this Contract, assist CONSULTANT with any necessary information, audit billings, and approve payments. CONSULTANT shall channel reports, deliverables, and special requests through the City Project Manager.

3 CONSULTANT'S KEY PERSONNEL

CONSULTANT's Team and Key Personnel are as follows:

Christopher Townsend, Eric O'Donnell, Anastasia Heaton, Ben Goldeen, Alex Gibbs, and Sammi Maciel.

This Consultant Services Contract has been awarded to CONSULTANT based on its representation that those personnel and subcontractors listed above will perform the portions of the work listed herein. CONSULTANT shall not deviate nor substitute any of these team members without prior written approval by CITY.

4 CONTRACT TERM

The term of this contract begins November 1, 2024 and goes through December 31, 2025 (14 MONTHS), with CITY reserving the option to extend the agreement for TWO (2) additional terms of one (1) year each.

5 TAXES

5.1 CONSULTANT shall pay all sales, consumer, use, and other similar taxes required to be paid by CONSULTANT in accordance with state and local laws.

5.2 CONSULTANT is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONSULTANT or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

5.3 CONSULTANT shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

6 PATENT FEES AND ROYALTIES

CONSULTANT shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified by CITY for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONSULTANT shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, product or device not specified by CITY, and shall defend all such claims in connection with any alleged infringement of such rights.

7 STANDARDS OF PERFORMANCE

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY -furnished information.

8 CONSULTANT’S PERSONNEL

8.1 All services required under this Contract shall be performed by CONSULTANT, or under CONSULTANT'S direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

8.2 CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

8.3 CONSULTANT shall be responsible for payment of all CONSULTANT's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

8.4 CONSULTANT shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONSULTANT's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

9 COMPENSATION

9.1 For all of work and services including the various phases of tasks as described in Section 1, CITY shall pay to CONSULTANT an amount not to exceed the sum of EIGHTY FOUR THOUSAND dollars ($84000), payable as follows:

CITY shall pay CONTRACTOR a not to exceed amount of $84,000 for
services at a monthly invoiced amount of $6,000.

The Contract Price is CONSULTANT'S estimate of its charges for all of the services, including all labor, equipment, material, subcontractor and reimbursable costs, to be provided under this Agreement. Progress payments shall be made on a time and material basis. Final payment shall be made upon completion of all services and City acceptance of all deliverables, not-to-exceed the Contract Price.

9.2 CONSULTANT shall perform no work in excess of the total contract price without prior written approval of CITY. Total contract price includes expenses related to travel to and from CITY to meet with City and to appear, if so required, before City Council or any other board or commission of CITY.

9.3 CONSULTANT shall maintain adequate records and shall permit inspection and audit by CITY of CONSULTANT's charges under this Contract. CONSULTANT shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONSULTANT for one (1) year following completion of the

work under this Contract unless a longer period of time is required by state or federal law, in which event CONSULTANT shall retain its records for the time required by such laws.

9.4 No payment made hereunder by CITY to CONSULTANT, shall be construed as an acceptance by CITY of any work or materials, nor as evidence of satisfactory performance by CONSULTANT of its obligations under this Contract.

10 INDEMNIFICATION

To the fullest extent permitted by law, CONSULTANT and any contractors or subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter "Indemnified Parties") for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONSULTANT, its contractors or subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONSULTANT and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONSULTANT shall ensure that the contract of any contractor or subcontractor working under this agreement contain an indemnity agreement, requiring the contractor or subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONSULTANT shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

11 INSURANCE

11.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 11.8, must be reviewed and accepted by the City Attorney**.

11.1.1 <u>Workers' Compensation and Employer's Liability</u>

- Workers' Compensation—coverage as required by the State of California
- Employer's Liability:
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.2 Professional Liability (Errors & Omissions) Insurance*

- $1,000,000 limit on a per occurrence basis

11.1.3 Commercial General Liability

- $1,000,000.00 limit on a per occurrence basis
- $2,000,000.00 general aggregate limit

11.1.4 Commercial Automobile Liability

- $1,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

11.2 All of CONSULTANT's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty- (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

11.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificate and endorsements shall state: "The City of Palmdale, the Successor Agency of the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Industrial Development Authority of the City of Palmdale, Palmdale Airport Authority, their officers, agents, employees and volunteers are named as additional insured's."

B. "Severability of Interest" clause.

11.4 Promptly on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from CITY, CONSULTANT shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.5 The requirements as to the types and limits of insurance to be maintained by CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT's liabilities and obligations under this Contract.

11.6 Any policy or policies of insurance that CONSULTANT elects to carry as insurance against loss or damage to its equipment and tools or other personal

property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

11.7 All insurance coverage must be maintained throughout the duration of this Contract.

11.8 Acceptable Proof of Insurance:

11.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; Additional insured Form CG20101185 or CG20100707 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

11.8.2 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

11.8.3 *When professional (E&O) liability coverage is provided on a "claims made basis", CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONSULTANT fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONSULTANT shall require any and all subcontractor's working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONSULTANT shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONSULTANT's sole risk. CONSULTANT's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 TERMINATION WITHOUT CAUSE

CITY reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub-consultants to cease such work. CONSULTANT

shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City's property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

13 TERMINATION FOR CAUSE

13.1 If the City determines that the CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, the City shall give written notice to the CONSULTANT specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for the City's dissatisfaction and suggest corrective measures. If, after thirty days, the CONSULTANT has failed to implement the corrective measures, the City may elect to terminate this Contract, in whole or in part.

13.2 In the event the City terminates this Contract in whole or in part as provided herein above, the City may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

13.3 If this Contract is terminated as provided above, the City may require the CONSULTANT to provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by the CONSULTANT. Upon such termination, the CONSULTANT shall be paid an amount equal to the value of the services provided and work performed as of the date of termination. Such payment by the City may take into consideration the costs associated with hiring another CONSULTANT to complete the services. In the event no new CONSULTANT is employed, the CONSULTANT shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses.

The above is in addition to any other remedies available by law or equity to the City.

13.4 If, after notice of termination of the Contract under the provisions of this Section 13, it is determined, for any reason, that CONSULTANT was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 12.

14 DISPUTE RESOLUTION

All claims, disputes, and other matters in question between CITY and CONSULTANT arising out of, or relating to this Contract, or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

15 OWNERSHIP OF DOCUMENTS

All documents, including, but not limited to, research, field notes, investigations, analysis, and studies which are prepared in the performance of this Contract are to be, and remain the property of CITY. CONSULTANT shall furnish CITY, upon its request, originals or reproducible or electronic copies of reports, studies and of all other documents listed above.

16 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

16.1 CONSULTANT shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services covered, identification of the proposed assignee, delegates or subcontractor, and an explanation of why and how the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegates or subcontractor shall include the following:

A. The amount involved, together with CONSULTANT's analysis of such cost or price; and

B. A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of CITY.

C. The requirement to hire only those persons authorized by federal law to work in the United States.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONSULTANT and shall not bind or purport to bind CITY and shall not release CONSULTANT from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONSULTANT under this Contract.

17 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

17.1 In performance of this Contract, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation, or age. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without

regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

17.2 The provisions of subsection 17.1 above shall be included in all solicitations or advertisements placed by or on behalf of CONSULTANT for personnel to perform any services under this Contract. CITY shall have access to all documents, data and records of CONSULTANT and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 which is incorporated herein by this reference. A copy of Executive Order No. 11246 is available for inspection at, and on file with, the Palmdale City Clerk's Office.

18 FINANCIAL INTEREST CERTIFICATION

18.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT's firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability, or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 CONFLICT OF INTEREST

19.1 CONSULTANT stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONSULTANT to be "financial interested" (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONSULTANT shall not employ any City official or employee to perform any work required pursuant to this Contract.

19.3 If CONSULTANT is a registered professional engineer or licensed land surveyor and the scope of work requires CONSULTANT'S recommendation of the actual formula to spread the costs of an assessment district's improvements, then CONSULTANT shall not participate in making that recommendation if the additional elements set forth in Government Code section 87100.1(c) apply. Those additional elements are: (1) CONSULTANT has received income of $250 or more for

professional services in connection with any parcel included in the benefit assessment district within 12 months prior to the creation of the district; and (2) the district includes other parcels in addition to those parcels for which CONSULTANT received the income. In the event a conflict of interest does arise in that context, City shall select a different CONSULTANT to recommend the actual formula to spread the costs of the assessment district's improvements and the costs of such services shall be deducted from the compensation to be paid to CONSULTANT.

19.4 To the extent required by the City Manager/designee, CONSULTANT shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 COMPLIANCE WITH LAW

20.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

21 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

22 ENTIRE CONTRACT AND AMENDMENTS

22.1 This Contract is the complete agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

22.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONSULTANT hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

22.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

23 ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
Signed: 4/2/2025

Ronda Perez
City Manager

NL
Signed: 3/19/2025

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway
Palmdale, CA 93550

TOWNSEND PUBLIC AFFAIRS, INC.:

Christopher Townsend
Signed: 3/19/2025

Christopher Townsend
President

ADDRESS FOR NOTICE:
TOWNSEND PUBLIC AFFAIRS, INC.
1401 Dove St., Ste 430
Newport Beach, CA 92660

APPROVE AS TO FORM:

Alexandra Haltman
Signed: 4/1/2025

William P. Curley, III
City Attorney

ATTEST:

Roxanne Faber
Signed: 4/2/2025

Roxanne Faber
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements

For
Name
Title

NL

Signed on 2025-03-19 00:44:51 GMT

Secured by Concord™
DocumentID: 02zOK3mLy7PxeynC6Ix9qD
SigningID: 02zOK3mLs4i7frOzwn4mXV
Signing date: 3/19/2025
IP Address: 206.171.111.134
Email: nlopez@cityofpalmdale.org

For
Name
Title

Christopher Townsend

Signed on 2025-03-19 17:26:05 GMT

Secured by Concord™
DocumentID: 02zOK3mLy7PxeynC6Ix9qD
SigningID: 02zOidC5Zm4OD7aoVKeWdO
Signing date: 3/19/2025
IP Address: 184.183.87.228
Email: ctownsend@townsendpa.com

For
Name
Title

Alexandra Haltman

Signed on 2025-04-01 21:26:08 GMT

Secured by Concord™
DocumentID: 02zOK3mLy7PxeynC6Ix9qD
SigningID: 02zWDvholUDy6MvYjEL1bY
Signing date: 4/1/2025
IP Address: 206.171.111.134
Email: amhalfman@harperburns.com

For
Name
Title

Salvador Mendez

Signed on 2025-04-02 17:50:06 GMT

Secured by Concord™
DocumentID: 02zOK3mLy7PxeynC6Ix9qD
SigningID: 02zWhy0Dekk9emiRzP8hkf
Signing date: 4/2/2025
IP Address: 206.171.111.149
Email: smendez@cityofpalmdaleca.gov

For
Name
Title

Roxanne Faber

Signed on 2025-04-02 21:11:25 GMT

Secured by Concord™
DocumentID: 02zOK3mLy7PxeynC6Ix9qD
SigningID: 02zWmuLBe6nebYcXVKbFTj
Signing date: 4/2/2025
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT ECONOMIC DEVELOPMENT DIVISION**

DISTRICT: **1**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-051, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING THE ACCEPTANCE OF FEDERAL GRANT FUNDS FROM THE U.S. DEPARTMENT OF WAR'S OFFICE OF LOCAL DEFENSE COMMUNITY COOPERATION FOR THE AIR FORCE PLANT 42 READINESS PROJECT**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-051 authorizing the acceptance of federal grant funds from the U.S. Department of War's Office of Local Defense Community Cooperation (OLDCC) for the Air Force Plant 42 (Plant 42) Installation Readiness Project; and,

2. Authorize the City Manager, or his designee, to accept, execute, and administer the grant and any subsequent amendments and supplements; and take all actions necessary to carry out the grant-funded activities over the 18-month performance period.

BACKGROUND

The City of Palmdale is home to Plant 42, an Air Force-owned, contractor-operated installation that serves as one of the nation's premier aerospace and defense manufacturing and flight test facilities. Plant 42 is a major economic driver for Palmdale and the Antelope Valley, supporting thousands of high-quality jobs and contributing significantly to the region's aerospace and defense industry.

As surrounding communities continue to grow, maintaining compatibility between military operations and adjacent land uses becomes increasingly important. The OLDCC Installation Readiness Program provides federal funding to help defense communities

strengthen long-term coordination among military installations, local governments, and regional stakeholders, and to support military readiness and sustainable community development.

The City applied for and was awarded funding under this competitive federal program to advance collaborative planning efforts in partnership with Plant 42, Wright-Patterson Air Force Base, and the U.S. Installation Readiness Program administered through OLDCC.

DISCUSSION

Acceptance of this grant will enable the City to collaborate with Plant 42, the U.S. Air Force, regional agencies, and other stakeholders to strengthen long-term coordination on issues affecting both installation readiness and community development. The grant supports planning activities intended to preserve the long-term compatibility of surrounding land uses, improve interagency coordination, and reinforce the strategic importance of Plant 42 as a national defense asset and regional economic engine.

The grant is fully funded by the federal government, with the City providing the required local match through staff time spent on the grant deliverables. Staff will administer the grant over the 18-month performance period and provide any required reporting to the granting agency.

This project is consistent with the Palmdale 2045 General Plan, particularly the Economic Development Element, which emphasizes supporting the City's aerospace and defense industry, strengthening partnerships with major employers and institutions, and promoting long-term economic competitiveness. By strengthening coordination among the City, Plant 42, and regional stakeholders while supporting compatible land-use planning, the grant advances these objectives and helps sustain one of Palmdale's most significant economic assets.

FISCAL IMPACT

$944,402; The City has been awarded federal funding through the OLDCC Installation Readiness Program, $849,925 of which is funded by OLDCC, and $94,477 of which is contributed by the City via staff time on administration of the grant. No additional General Fund appropriation is requested.

By supporting long-term coordination between the City and Plant 42, the grant is expected to help preserve a major regional employment center while positioning Palmdale for continued private investment, economic development, housing opportunities, and job creation.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

D. Pursue alternative financing opportunities for continued infrastructure improvements and qualify community programs.

Prepared by:	Megan Taggart, Director of Economic & Community Development
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-051

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-051

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING THE ACCEPTANCE OF FEDERAL GRANT FUNDS FROM THE U.S. DEPARTMENT OF WAR'S OFFICE OF LOCAL DEFENSE COMMUNITY COOPERATION FOR THE AIR FORCE PLANT 42 READINESS PROJECT

WHEREAS, the Office of Local Defense Community Cooperation (OLDCC), within the United States Department of War, administers the Installation Readiness Program to assist defense communities in supporting military installation readiness through compatible community planning and intergovernmental coordination; and

WHEREAS, the City of Palmdale submitted an application to OLDCC for funding under the Installation Readiness Program to support planning and coordination activities benefiting both the City and U.S. Air Force Plant 42 (Plant 42); and

WHEREAS, the City of Palmdale has been awarded a federal grant to implement the Plant 42 Installation Readiness Project; and

WHEREAS, acceptance of these grant funds will enable the City to collaborate with Plant 42, regional agencies, and other stakeholders to support installation readiness while advancing the City's long-term economic development and planning objectives; and

WHEREAS, the City will provide the required local match through staff time spent on grant administration activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALMDALE;

SECTION 1. The City Council hereby authorizes the acceptance of federal grant funds from the OLDCC in the amount of $849,925 for the Plant 42 Installation Readiness Project.

SECTION 2. The City Manager, or his designee, is hereby authorized to accept, execute, and administer the grant and any subsequent amendments and supplements; and take all actions necessary to carry out the grant-funded activities over the 18-month performance period.

SECTION 3. The City Manager, or his designee, is authorized to carry out all activities necessary to administer the grant in accordance with the terms and conditions of the grant agreement and applicable federal laws, regulations, and guidance.

SECTION 4. The City acknowledges and agrees that all grant-funded activities shall be carried out in accordance with the grant agreement and all applicable federal requirements, and that the City shall satisfy the required local match through eligible staff time and other approved non-federal contributions.

SECTION 5. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 4th day of August, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 4th day of August, 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-046, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE, AUTHORIZING THE EXECUTION OF A RESTRICTED GRANT AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR PALMDALE MASTER BIKE PLAN THROUGH FISCAL YEAR 2026-27 SUSTAINABLE TRANSPORTATION PLANNING GRANT**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-046, a Resolution of the City Council of the City of Palmdale, authorizing the execution of a Restricted Grant Agreement with the California Department of Transportation (Caltrans) for Palmdale Master Bike Plan through FY 2026-27 Sustainable Transportation Planning Grant;

2. Authorize the City Manager or his designee to execute the Grant Agreement with Caltrans, including any subsequent amendments and supplements; and,

3. Authorize the expenditure of Local Transportation Fund as a local match in an amount of 11.47%, or $36,666, of the grant funding.

BACKGROUND

In November 2025, the City of Palmdale applied for a Sustainable Transportation Planning Grant through the California Department of Transportation to develop a Master Bicycle Plan.

The Sustainable Transportation Planning Grant Program provides funding to help local and regional agencies plan safer, more efficient transportation systems. It supports projects that reduce traffic, improve walking, biking, and transit, and lower greenhouse gas emissions. The program also encourages transportation planning that supports future

growth and improves access for all users. These plans help communities compete for future state and federal funding to build transportation projects.

In June 2026, the City was selected as one of 58 grant awardees from a pool of 170 applications and awarded $283,000. The estimated project cost was $320,000, with the City providing the required local match of $36,666 to cover the remaining grant balance. Staff is currently working with Caltrans to adjust the total project cost, local match amount, and percentage.

DISCUSSION

Currently, the City of Palmdale bicycle network is sparsely connected throughout the city except for three (3) networks along Sierra Highway, Avenue S, and the California Aqueduct, as shown in the Existing and Planned Bicycle Network Map (Figure 6.11) of the City General Plan. Figure 6.11 is a high-level planning document intended to guide future studies and development of bicycle transportation.

The proposed Master Bicycle Plan will include a comprehensive study, analysis, and actionable metrics to implement a citywide bicycle transportation and planning effort. The Master Bicycle Plan will support the City's General Plan, Circulation and Mobility Goals, and Sustainable Transportation Plan in expanding and improving the existing bicycle network. The plan will also create goals, policies, programs, and standards regarding bicycle safety and access.

To receive the $283,000 grant funding, the City will be required to enter into a Restricted Grant Agreement (Agreement) with Caltrans. This Resolution will authorize the City Manager to execute the grant agreement and any future amendments or supplements to the agreement on behalf of the City.

FISCAL IMPACT

$283,000 in grant revenues, and $36,666 in local match expenditures; The Sustainable Transportation Planning Grant funding requires the City to contribute a local matching fund of 11.47%, or $36,666, of the total grant amount of $283,000 as specified in the Grant Application Guide. City Local Measure R Fund will be used for the matching fund.

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community livability.

C. Plan and maintain safe and attractive neighborhoods, streets, facilities, and public spaces with exciting programming that promotes active fun for everyone.

Prepared by:	Leonardo Torres, P.E. Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso No. CC 2026-046
Caltrans Award Letter dated May 29, 2026
Existing and Planned Bicycle Network Map (Figure 6.11 of the current General Plan)

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-046

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE, AUTHORIZING THE EXECUTION OF A RESTRICTED GRANT AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR PALMDALE MASTER BIKE PLAN THROUGH FISCAL YEAR 2026-27 SUSTAINABLE TRANSPORTATION PLANNING GRANT

WHEREAS, in November 2025, the City of Palmdale applied for the Sustainable Transportation Planning Grant funding, requesting $283,000 for the development of a Master Bicycle Plan;

WHEREAS, in May 2026, the California Department of Transportation (Caltrans) awarded the City of Palmdale $283,000 in the Sustainable Transportation Planning Grant funding;

WHEREAS, the California Department of Transportation requires the City of Palmdale to execute a Restricted Grant Agreement to receive such funding;

WHEREAS*,* the Sustainable Transportation Planning Grant requires the City of Palmdale to contribute a local matching fund of 11.47% of the total grant amount as specified in the Grant Application Guide; and,

WHEREAS*,* the City of Palmdale wishes to delegate authority to execute these agreements, any amendments, and supplements to the City Manager or his designee.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:

SECTION 1. The City Manager or his designee is hereby authorized to execute the Restricted Grant Agreement with the California Department of Transportation, including any subsequent amendments and supplements.

SECTION 2. The City authorizes the expenditure of Local Measure R Fund as a local match in an amount of 11.47% of the grant funding.

SECTION 3. City Staff is authorized and directed to take all appropriate action to ensure that the Restricted Grant Agreement and all Supplemental Agreements are processed to receive funding for this project.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 4th day of August, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 4th day of August, 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

California Department of Transportation

DIVISION OF TRANSPORTATION PLANNING
P.O. BOX 942873, MS–32 SACRAMENTO, CA 94273–0001
(916) 261-3326 | TTY 711
www.dot.ca.gov

May 29, 2026

SENT VIA E-MAIL

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to congratulate you on your Sustainable Transportation Planning Grant award.

Sustainable Transportation Planning Grant Program					
Grant Award Fiscal Year	2026-27	**Grant Category**	Sustainable Communities Competitive	**Grant Fund Source**	RMRA
Project Title	Palmdale Master Bike Plan				
Grantee/Agency	City of Palmdale				
Executive Director	Sal Mendez				
Grantee/Agency Contact	Krystal Hinojosa				
Sub-Recipient(s)					
Caltrans District Contact(s)	Adam Weitzmann, Kevin Lum				
Caltrans District Contact(s) E-mail	adam.weitzmann@dot.ca.gov, kevin.lum@dot.ca.gov				

Grant Award	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost
$283,000	$20,000	$17,000	$37,000	11.50%	$320,000

Conditions of Award Due to Caltrans	Grant Expiration Date	Final Invoice Due
July 10, 2026	June 30, 2029	August 29, 2029

*** The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Cost & Schedule. Any change in Local Match that increases/decreases the Total Project Cost must be approved by Caltrans and may require a Formal Amendment. Each invoice must include the contractual/agreed upon local match % - any deviation to this amount requires an approved Tapered Local Match prior to invoice submittal. Any change to the Local Match Fund Source requires prior Caltrans approval and an Administrative Amendment.**

Next Steps

1. The Caltrans District Grant Manager will schedule a Conditional Award Meeting with your agency soon.
    - The attached specific and general conditions and project revisions necessary to accept grant funding will be discussed at this meeting.
2. The required conditions must be submitted to the Caltrans District Grant Manager no later than the date listed in the table above.
    - Failure to satisfy these conditions will result in the forfeiture of grant funds.
3. The Caltrans District Grant Manager will review and approve all items required to fulfill the attached specific and general conditions.
4. Once the required conditions are met and the agreement is executed, the Caltrans District Grant Manager will:
    - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is approved). *Grant work cannot begin until the Notice to Proceed letter is received by your agency*.
    - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please reach out to your Caltrans District contact listed in the table above.

Sincerely,

ERIN THOMPSON
Chief, Office of Regional and Community Planning

Attachments:
Specific and General Conditions

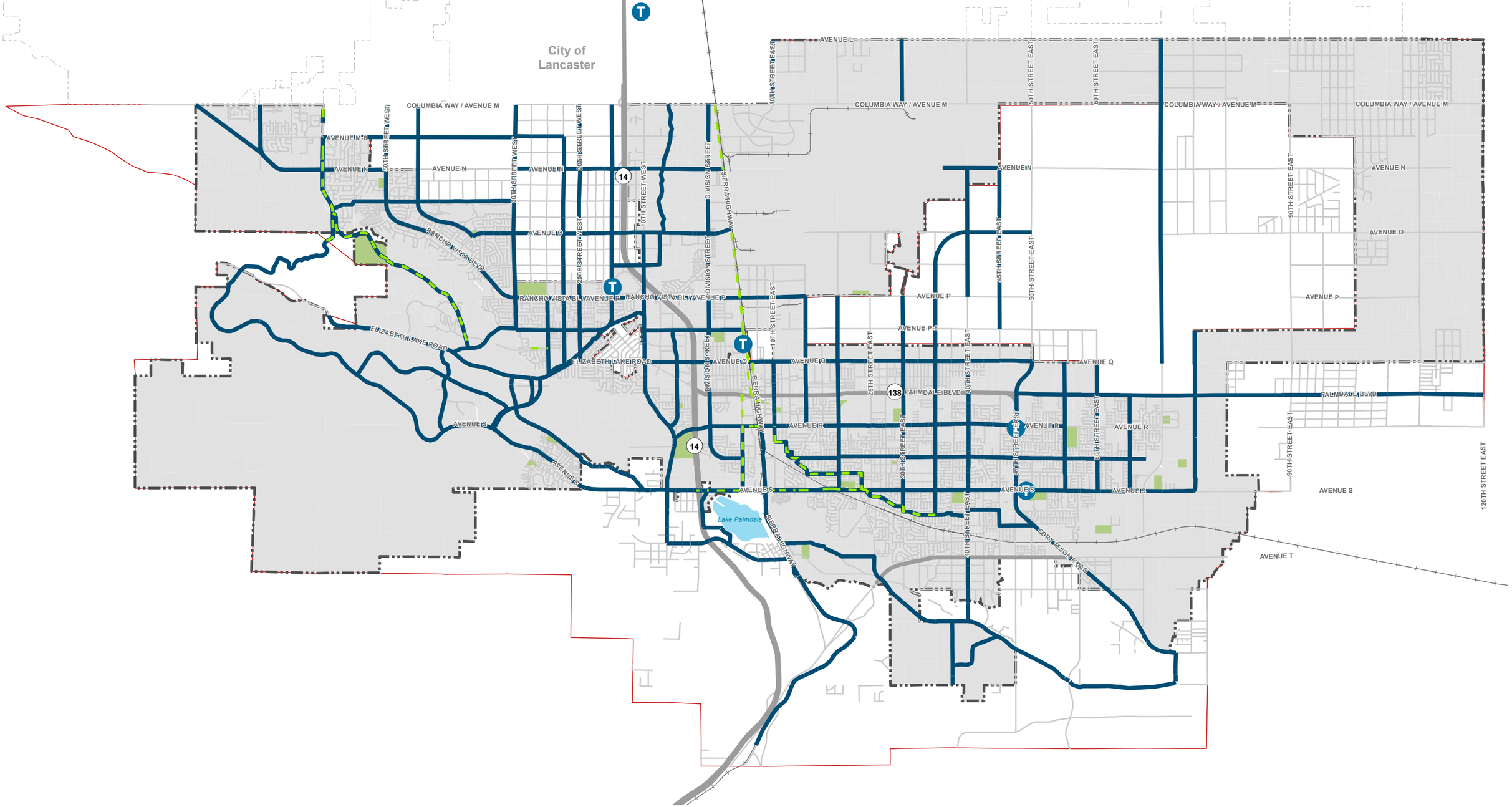

Figure 6.11

Existing and Planned Bicycle Network Map

- City Boundary
- Sphere of Influence
- Major Arterials
- Major Highway/Arterial
- Railroad
- Transit Center
- California Aqueduct
- Water Body
- Park
- Existing Bikeways
- Proposed Bikeways

0 0.75 1.5 2.25 3 Miles

0 3,000 6,000 Feet

Data Sources: City of Palmdale GIS data; World Terrain Base, 2015 ESRI, USGS, NOAA.

Produced by Nelson\Nygaard
March 2019

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT BUILDING AND SAFETY DIVISION**

DISTRICT: **ALL**

SUBJECT: **APPROVE AGREEMENTS WITH BUREAU VERITAS NORTH AMERICA INC., BPR CONSULTING GROUP, AND INTERWEST CONSULTING GROUP FOR AS-NEEDED PLAN CHECK AND STAFFING SERVICES, EACH IN AN AMOUNT NOT TO EXCEED $750,000 FOR A COMBINED TOTAL OF $2,250,000, AND EACH FOR A TWO-YEAR TERM WITH THE OPTION TO EXTEND FOR THREE ADDITIONAL ONE-YEAR TERMS**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Agreement No. A-9964 with Bureau Veritas North America Inc., for as-needed plan check and staffing services, in an amount not to exceed $750,000 for an initial two-year term, with the option to renew for three additional one-year terms;

2. Authorize the City Manager or his designee to execute Agreement No. A-9964 with Bureau Veritas North America Inc., including minimal and/or non-substantive changes;

3. Approve Agreement No. A-9965 with BPR Consulting Group, for as-needed plan check and staffing services, in an amount not to exceed $750,000 for an initial two-year term, with the option to extend for three additional one-year terms;

4. Authorize the City Manager or his designee to execute Agreement No. A-9965 with BPR Consulting Group, including minimal and/or non-substantive changes;

5. Approve Agreement No. A-9966 with Interwest Consulting Group for as-needed plan check and staffing services, in an amount not to exceed $750,000 for an initial two-year term, with the option to extend for three additional one-year terms; and,

6. Authorize the City Manager or his designee to execute Agreement No. A-9966 with Interwest Consulting Group, including minimal and/or non-substantive changes.

BACKGROUND

The Building & Safety Division utilizes qualified consultant firms to provide plan review and related professional services in support of development activity throughout the city. These services supplement City staffing resources, provide flexibility to address fluctuations in workload, and ensure the continued delivery of timely, efficient, and responsive review and permitting services for residents, businesses, and the development community.

To ensure the continued availability of these specialized services, on February 24, 2026, the City issued Request for Proposals (RFP) No. 26-001-6110 through the PlanetBids procurement system to solicit firms to provide Building & Safety consulting services. The services requested include, but are not limited to, plan review and staffing services associated with the implementation and enforcement of the City's adopted building, safety, and development codes and regulations. Following a competitive selection process, proposals were evaluated based on established criteria, and three firms were selected to provide the required services and support the City's ongoing development review activities.

DISCUSSION

On March 26, 2026, eleven proposals were received. Consistent with the RFP procurement process, the evaluations prioritized the proposer's organizational qualifications and experience, proposed staffing and management approach, technical proposal, and cost proposal. The table below summarizes the weighted evaluation criteria used in this process:

Criteria	Available Points
Organizational Structure, Qualifications, and Experience of Firm	30
Proposed Staffing and Management Plan	30
Technical Proposal	30
Cost Proposal	10
Total	**100**

Each evaluator scored the proposals independently for the following firms:

Rank	Firm	Location	Average Hourly Rate*	Percentage-Based Option
1	Bureau Veritas North America, Inc.	Sacramento, CA	$133.00	65%
2	Interwest Consulting Group	San Diego, CA	$141.00	65%
3	BPR Consulting Group	Ontario, CA	$143.00	65%
4	Transtech Engineers, Inc.	Chino, CA	$163.00	NA
5	Willdan	Industry, CA	$138.00	NA
6	TRB and Associates, Inc.	Long Beach, CA	$148.00	65%
7	True North Compliance Services	Long Beach, CA	$136.00	65%
8	JAS Pacific	Upland, CA	$145.00	65%
9	4 Leaf, Inc.	San Bernardino, CA	$175.00	70%
10	CSG Consultants, Inc.	Irvine, CA	$180.00	70%
11	FEI Associates Consulting Engineers	Chino, CA	$61.00	NA

* Average hourly rate calculated based on the Building Official, Building Inspector, and Plans Examiner classifications.

Two rounds of interviews with the top five firms, one virtual and one in-person, were conducted and the evaluators determined that Bureau Veritas North America, Inc., BPR Consulting Group, and Interwest Consulting Group each provide unique strengths and are highly qualified to perform the required Building & Safety consulting services.

Bureau Veritas North America, Inc. was selected for its leadership in building code education and implementation, including its role in International Code Council (ICC) training, collaboration with California Building Official (CALBO), and experience assisting jurisdictions with new legislative requirements and policy development.

BPR Consulting Group was selected for its strong local presence, established relationships with neighboring jurisdictions, active involvement in ICC and industry organizations, and demonstrated commitment to supporting community development initiatives.

Interwest Consulting Group offers a large pool of certified personnel with extensive municipal experience. Their established relationships with governing agencies and knowledge of evolving code requirements provide valuable expertise in supporting the City's Building & Safety operations.

Given the unique qualifications and specialized expertise offered by each firm, staff recommend awarding agreements to the selected firms. A multi-award consultant pool will provide the flexibility to assign work based on project requirements, consultant expertise, and availability, while allowing the City to negotiate competitive pricing for larger, more complex projects. This approach will strengthen the Division's ability to respond to ongoing development activity and fluctuating permit volumes, ensure access to qualified resources when additional capacity is needed, minimize service disruptions, and maintain timely, consistent delivery of Building & Safety services.

FISCAL IMPACT

$2,250,000; Comprised of $750,000 for each agreement. Consultant services are utilized on an as-needed basis, with no minimum guarantee of work. Consultant compensation for plan review is funded through the plan review fees collected from applicants. Funding beyond the current adopted budget is subject to future budget appropriations approved by the City Council.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

A. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

Prepared by:	Megan Taggart, Director of Economic & Community Development
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Agrmt No. A-9964 with Bureau Veritas North America, Inc.
Proposal Bureau Veritas North America, Inc.
Cost Estimate Bureau Veritas North America, Inc.
Agrmt No. A-9965 with BPR Consulting Group
Proposal BPR Consulting Group
Cost Estimate BPR Consulting Group
Agrmt No. A-9966 with Interwest Consulting Group
Proposal Interwest Consulting Group
Cost Estimate Interwest Consulting Group

AGREEMENT NO. A-9964
CONTRACT FOR SERVICES
BETWEEN THE CITY OF PALMDALE AND BUREAU VERITAS NORTH AMERICA, INC.

This CONTRACT for services ("Contract" herein) is made and entered into by and between the City of Palmdale, a public body corporate and politic, (hereinafter called "CITY"), and BUREAU VERITAS NORTH AMERICA, INC., a CORPORATION , (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS, CONTRACTOR represents that CONTRACTOR has the expertise and is qualified to perform the services described in this Contract.

NOW THEREFORE, CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1 City Project Manager

To provide the services required by this Contract, CONTRACTOR shall act under the authority and approval of Economic and Community Development Director/designee, who shall oversee this Contract, the work performed by CONTRACTOR, assist CONTRACTOR with any necessary information, audit billings, and approve payments. The CONTRACTOR shall channel all contacts and requests through the City project manager.

2 Description Of Work

2.1 CONTRACTOR shall provide the following services in a manner satisfactory to CITY:

The selected Consultant(s) shall provide plan check services, building inspections Building Official and community development technician services as requested by the City. Such services shall include enforcement of the City's building laws and codes and all applicable California Codes; review of construction drawings to assure compliance with City and California adopted laws and codes; interfacing with permit applicants and community development staff; and conducting inspections. Specific projects may include residential, non-residential, and commercial projects, or any other project type as assigned. Any single job may require one or subsequent reviews of submitted plans. Type of proposed plan check work may include new construction, tract housing, ADU's, remodels, additions, green building, LEED construction, disabled access compliance, flood zone construction, and public nuisance abatement.

1. Plan Review
Consultant, upon request of the City, shall review complex as well as common place commercial/industrial and residential projects for compliance with all applicable California Building Codes as amended by the City of Palmdale, including:

•Structural, architectural, mechanical, electrical, and plumbing;
•Green, energy, and accessibility;
•Provide engineering consultation services for non-engineer City plan check staff.
Plan review letter comments shall be specific, detailed, complete, and reference plan sheet and plan check numbers and code sections where applicable. Consultant shall be responsible for the following tasks:
•Issuance of written corrections using the City's Accela/DigEPlan review software;
•Provide subsequent oral and written communications with project representatives as needed to provide code interpretations and obtain plan approvals;
•Complete initial plan reviews within 14 days of receiving the drawings. Subsequent reviews shall be completed within 8 days;
•Expedited plan review services completed within 5 days of receiving the drawings. Any subsequent review shall be completed within 4 days;
•Complete field inspections and reports within 14 days;
•Consultant, upon request of the City, shall attend any required meetings connected with the plan review or field inspection of City projects;
•Consultant, upon request of the City, shall provide transportation to and from the field
inspection locations when required.
•Consultant, upon request of the City, shall attend meetings, including but not limited to Development Advisory Board (DAB) meetings, and preliminary submission meetings held for special projects.

When satisfied that the plans comply with the applicable City and State laws, Consultant shall approve plans, stamp the plans, and upload plans to the City's Accela platform for permit issuance. Once uploaded, the Consultant shall notify both the applicant and the City plan reviewers.

2. Building Inspection
Consultant, upon request of the City, shall:

•Provide building inspection services during the course of construction to enforce compliance with the conditions of approval, provisions of the City's building laws, and code requirements set forth on the approved plans for which a permit was issued. In the performance of such duties, the Consultant shall observe each project at the completion of the various stages of construction for compliance with the appropriate City and State code.
•Specialty field inspections and reports by plan check staff are completed within 3 to 5
days of approved plans.
•Perform technical work in the Economic and Community Development Department's Building and Safety Division.
•Inspect residential, rental, and commercial/industrial structural building systems at various stages of construction, alteration, and repair to assure compliance with approved plans, specifications, codes, ordinances, rules, and regulations.
•Maintain a variety of inspection-related records and reports using the City of Palmdale permit software, Permits Plus, and/or Accela.

•In the event of a catastrophe or emergency, provide inspections to assist the City with building safety assessments and provide emergency plan check and inspection services.

3. Contract Community Development Technician
Consultant, upon request of the City:

•Calculate fees and issue building, T.I, residential combo, plumbing, mechanical, electrical, sewer, demolition, industrial waste, and combo commercial permits.
•Use permitting and plan check software to issue and route plans.
•Assist the public on the phone and in person regarding questions or processing permits and questions on local, state, and federal regulations on current City building codes, ordinances, documents, standards, and guidelines.

4. Building Official
Consultant, upon request of the City, shall:

• The Building Official assigned shall be subject to CALPERS reporting requirements.
•Serve as the designated authority charged with the administration and enforcement of local, state, and federal codes, ordinances, and regulations for all buildings and structures; administers the plan review and inspection process of building construction and alterations.
•Plan, direct, and coordinate the activities of the Building & Safety Division.
•Assist in the development and implementation of goals, objectives, policies, and priorities.
•Direct and participate in the development, implementation, and modification of the plan checking and building inspection policies and procedures of the City.
•Monitor trends, legislation, and standard practices, and advise the Director of Economic and Community Development on appropriate Building and Safety codes, policies, procedures, and practices to adopt.
•Prepare and process updates to the Building Code and related codes needed.
•Provide any other services as may be necessary for the administration and enforcement
of the California Building Code and related codes, and application provisions of the Palmdale Municipal Code.
•Assist with and implement new procedures and processes, such as the permit/plan review tracking system.
•Confer with developers, architects, engineers, and others regarding building codes and ordinance requirements.
•Direct and participate in the review and modification of all applicable codes, rules, and regulations.
•Coordinate building safety services, activities, and meetings with other divisions and departments of the City.
•Review engineered plans for residential, commercial, and industrial projects.
•Review and approve all projects prior to permit issuance.
•Appear before agencies, business and civic groups, and other organizations in the presentation and discussion of building and safety-related problems, proposals, projects, and policies.

•Serve as staff and provide recommendations to various City and citizen advisory committees, boards, and committees as assigned.
•Direct and participate in the presentation and administration of the department budget.
•Recommend the appointment of personnel; provide or coordinate staff training; conduct performance evaluations; implement discipline procedures as required; maintain discipline and high standards necessary for the efficient and professional operation of the department.
•Perform related duties as assigned.

5. Selection of Work

The City may request the contracted Consultant(s) to provide quotes and/or negotiate prices on larger or specialty projects on a project-by-project basis. The City's intent is to solicit competitive quotes from contracted Consultant(s) with the lowest price quote for specific projects and services; however, multiple quotes may be requested from several contracted Consultant(s) for a single project and/or the same project and determination will be based on the Consultant's expertise in specific disciplines, availability of consultant's staff, specified hourly rate for specific projects, and other related qualifications as determined by the City Building Official and/or Plan Checker. There is no minimum guarantee of work. The consultant shall be required to provide all invoices for the previous month, no later than the 15th of every month following services rendered to ensure proper billing.

2.2 CONTRACTOR shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

2.3 CONTRACTOR shall not accept any change of scope, or change in contract provisions, to this Contract unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

2.4 CONTRACTOR shall maintain in current status all Federal, State, and local licenses and permits required for the operation of the business conducted by the CONTRACTOR as applicable to this contract.

2.5 All work supplied under this Contract shall be fully guaranteed by CONTRACTOR for the duration of the project. Any defects of design, workmanship, or materials that would result in non-compliance with the Contract specifications shall be fully corrected by CONTRACTOR (including parts and labor) without cost to CITY. The written warranty shall be included with the delivered products to the using Department.

2.6 CITY shall provide to CONTRACTOR, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

3 Contractor's Key Personnel

3.1 **Key Staff.** CITY reserves the right to review and approve CONTRACTOR'S staff including all subcontractors to be assigned to any project by CONTRACTOR during the term of this Contract.

This Contract has been awarded to CONTRACTOR based partially on the key personnel proposed to perform the services required herein. CONTRACTOR shall not change nor substitute any of these key staff for work on this Contract without prior written approval by CITY.

CONTRACTOR's Team and Key Personnel are as follows:

Trang Huynh - Building and Safety Division Manager
Matthew Godinez - Operations Manager
Joe Chao - Regional Manager

This Services Contract has been awarded to CONTRACTOR based on its representation that those personnel and subcontractors submitted as part of its bid and listed above will perform the portions of the work listed above.

CONTRACTOR shall not deviate nor substitute any of these team members without prior written approval by CITY.

3.2 **Subcontractors.** During the performance of the Agreement, CONTRACTOR may engage such additional SUBCONTRACTORS as may be required for the timely completion of this Agreement. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Agreement rests with CONTRACTOR.

CONTRACTOR shall not enter into any Subcontract under this Contract for the performance of this Contract without the advance written approval of CITY. The subcontract shall incorporate by reference the terms and conditions of this Contract.

3.3 **Direct Responsibility.** All services required under this Contract shall be performed by CONTRACTOR, or under CONTRACTOR's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

3.3.1 CONTRACTOR shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

3.3.2 CONTRACTOR shall be responsible for payment of all CONTRACTOR's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

3.3.3 CONTRACTOR shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONTRACTOR's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

3.4 Standards of Performance. CONTRACTOR shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONTRACTOR shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY-furnished information.

4 Contract Term

The term of this Contract is TWO (2) YEARS, commencing on the effective date, with CITY reserving the option to extend the agreement for 3 additional terms of one year each.

5 Acceptance And Documentation

Each task shall be reviewed and approved by the Contract Project Manager to determine acceptable completion.

5.1 **Records**. The CONTRACTOR shall retain and shall contractually require each SUBCONTRACTOR to retain all data and other “records” relating to the acquisition and performance of the Contract for a period of five years after the completion of the Contract.

5.2 **Property of CITY.** All materials, including reports, computer programs and other deliverables, supplied or created under this Contract are the sole property of CITY. CONTRACTOR is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. CONTRACTOR shall not use or release these materials without the prior written consent of CITY.

5.3 **Products.** All equipment, materials, parts, and other components incorporated in the work or services performed pursuant to this Contract shall be new, or the latest model and of the most suitable grade for the purpose intended. All work shall be performed in a skilled and workmanlike manner.

6 Price

CITY shall pay to CONTRACTOR an amount not to exceed Seven Hundred and Fifty Thousand dollars ($750000) for the completion of all the work and services described in Section 2, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as follows:

See Exhibit J (Fee Schedule)

6.1 An application for payment form must be submitted to CITY which shall include the following: a clear, detailed invoice reflecting work being billed for, a summary sheet showing percentage of work completed to date, amount/percent billed to date and current status of all tasks within a project; any/all backup documentation supporting the above items. Work schedule updates must also be included with the payment requests.

6.2 CONTRACTOR shall maintain adequate records and shall permit inspection and audit by CITY of CONTRACTOR's charges under this Contract. CONTRACTOR shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONTRACTOR for five (5) years following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONTRACTOR shall retain its records for the time required by such laws.

6.3 **Payment.** A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or completion of specified services and receipt of a correct invoice.

7 Taxes

7.1 CONTRACTOR shall pay all sales, consumer, use, and other similar taxes required to be paid by CONTRACTOR in accordance with state and local laws.

7.2 CONTRACTOR is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONTRACTOR or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

7.3 CONTRACTOR shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

7.4 When equipment, materials or supplies generally taxable to CONTRACTOR are eligible for a tax exemption due to the nature of the work, CONTRACTOR shall assist the City in applying for and obtaining such tax credits and exemptions, which shall be paid or credited to the City.

8 Patent Fees And Royalties

CONTRACTOR shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, program, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, program, product or device is specified in the contract documents for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONTRACTOR shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, program, product or device not specified in the contract documents, and shall defend all such claims in connection with any alleged infringement of such rights.

9 Indemnification

To the fullest extent permitted by law, CONTRACTOR and any subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter “Indemnified Parties”) for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONTRACTOR, or its subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONTRACTOR and, as applicable, any subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONTRACTOR shall ensure that the contract of any subcontractor working under this agreement contain an indemnity agreement, requiring the subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONTRACTOR shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

10 Insurance

10.1 CONTRACTOR, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed “A” or better in the Best’s Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 10.8, must be reviewed and accepted by the City Attorney**.

10.1.1 <u>Workers’ Compensation and Employer’s Liability</u>
Workers’ Compensation -- coverage as required by the State of California
Employer’s Liability
$1,000,000 each accident
$1,000,000.00 policy limit bodily injury
$1,000,000.00 each employee bodily injury by disease

10.1.2 <u>Commercial General Liability</u>
$2,000,000.00 limit on a per occurrence basis
$4,000,000.00 general aggregate limit

10.1.3 <u>Commercial Automobile Liability</u>
$2,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

10.1.4 <u>Professional Liability (Errors & Omissions)*</u>
$2,000,000.00 per occurrence

10.1.5 <u>Cyber Liability*</u>

$2,000,000 limit on a per occurrence basis

10.2 All of CONTRACTOR's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty (30) calendar days prior to termination, cancellation, or reduction of coverage in the policy.

10.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificates shall state: "The City of Palmdale, Successor Agency to the Community Redevelopment Agency of the City of Palmdale, Housing Authority, Industrial Development Authority, Airport Authority, their officers, agents, employees and volunteers are named as additional insured".

B. "Severability of Interest" Clause.

10.4 Promptly upon execution of this Contract, and prior to commencement of any work, CONTRACTOR shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONTRACTOR has the required coverage and showing the required named insured. Within five (5) days of written request from CITY, CONTRACTOR shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

10.5 The requirements as to the types and limits of insurance to be maintained by CONTRACTOR are not intended to and shall not in any manner limit or qualify CONTRACTOR's liabilities and obligations under this Contract.

10.6 Any policy or policies of insurance that CONTRACTOR elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

10.7 All insurance coverage must be maintained throughout the duration of this Contract.

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverage, limits, deductibles and insured; and endorsements for all applicable coverage if agent has authority to issue it; or additional insured Form CG20100704 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

10.8.2 Binders of insurance for all coverage. Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon

issuance, policy endorsements and a corresponding Certificate of Insurance listing all insurers and coverage must be submitted to the City Attorney.

10.8.3 *When professional (E&O) and/or cyber liability coverage is provided on a “claims made basis”, CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

10.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONTRACTOR fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

10.10 CONTRACTOR shall require any and all subcontractors working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONTRACTOR shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 10 will not be impacted and/or limited by such deviation.

11 Termination Without Cause

City reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONTRACTOR shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and subcontractors to cease such work. CONTRACTOR shall also surrender to CITY all finished or unfinished documents, processes, programs and other supplies and materials, which shall be City’s property. As compensation in full for services performed to the date of such termination, the CONTRACTOR shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

12 Termination For Cause

If CITY determines that CONTRACTOR has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, CITY shall give written notice to CONTRACTOR specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for CITY’s dissatisfaction and suggest corrective measures. If, after thirty days, CONTRACTOR has failed to implement appropriate corrective measures, CITY may elect to terminate this Contract in whole or in part.

12.1 In the event CITY terminates this Contract, in whole or in part, for cause, CITY may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

12.2 CONTRACTOR shall provide all finished or unfinished documents, data, studies, software, drawings, programs, processes, maps, photographs, reports, etc., prepared by CONTRACTOR within fifteen (15) working days after notice of termination. Upon such termination, CONTRACTOR shall be paid an amount equal to the value of the services provided and work performed as of the date of termination, taking into consideration the costs associated with hiring another CONTRACTOR to complete the services. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses. The above is in addition to any other remedies available by law or equity to CITY.

12.3 If, after notice of termination of the Contract under the provisions of this Section 12, it is determined, for any reason, that CONTRACTOR was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 11.

13 Dispute Resolution

All claims, disputes, and other matters in question between CITY and CONTRACTOR arising out of or relating to this Contract or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

14 Ownership And Delivery Of Work Product

All documents, data, reports, studies, analyses, field notes, investigations, plans, specifications, software, programs, manuals, instructions, and other materials of any nature, whether complete or incomplete, that are prepared, developed, or produced by CONTRACTOR or Contractor's subcontractors in the performance of this Agreement (collectively, "Work Product") shall be the exclusive property of the CITY.

All Work Product shall be delivered to or left with the CITY upon completion, expiration, or termination of this Agreement. Upon request, CONTRACTOR shall provide the CITY with originals and reproducible and electronic copies of all Work Product. Electronic copies shall be provided in an unprotected format that allows the CITY to copy, reproduce, modify, and use the Work Product without restriction.

15 Ownership Of Intellectual Property

The Work Product and all intellectual property rights therein shall be deemed "works made for hire" under the United States Copyright Act (17 U.S.C. § 101 et seq.), and the CITY shall be deemed the author and exclusive owner thereof, in perpetuity and worldwide.

To the extent any Work Product does not qualify as a work made for hire, CONTRACTOR hereby irrevocably assigns, transfers, and conveys to the CITY all right, title, and interest in and to such Work Product, including all copyrights, trademarks, patents, and other proprietary rights. CONTRACTOR consents to the

use of CONTRACTOR's name in conjunction with the sale, use, performance, and distribution of Work Product, for any purpose and in any medium.

CONTRACTOR agrees to execute any documents and take any actions reasonably requested by the CITY to confirm or perfect the CITY'S ownership of such rights.

CONTRACTOR waives any and all moral rights or similar rights under California Civil Code section 980 or any other applicable law to the extent permitted by law.

16 Delegation And Assignment

16.1 CONTRACTOR shall not delegate or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONTRACTOR from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONTRACTOR and shall not bind or purport to bind CITY and shall not release CONTRACTOR from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONTRACTOR under this Contract.

17 Non-Discrimination And Equal Employment Opportunity

17.1 In performance of this Contract, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status . Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

18 Financial Interest Certification

18.1 CONTRACTOR warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONTRACTOR's firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 Conflict Of Interest

19.1 CONTRACTOR stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONTRACTOR to be "financial interested" (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONTRACTOR shall not employ any City official or employee to perform any work required pursuant to this Contract.

19.3 To the extent required by the City Manager or his designee, CONTRACTOR shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 Compliance With Law

20.1 CONTRACTOR shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONTRACTOR uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONTRACTOR.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

20.3 If applicable, CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set forth in Exhibit "A" attached hereto and incorporated herein by reference, as well as the execution of a Worker's Compensation Certificate attached hereto as Exhibit "B" and incorporated herein by reference.

21 Notification And Access Revocation

The CONTRACTOR shall notify the CITY in writing prior to or no later than twenty-four (24) hours after, the termination, expiration, suspension, reassignment, or removal of any Contractor Personnel with access to the Project or Owner Resources. For Contractor Personnel with Information Technology access, notification must be immediate, or the CITY may consider the CONTRACTOR to be in breach of contract. Notice shall include the individual's name, role, effective date and time of termination or removal, and systems or resources accessed.

The CITY reserves the right, in its sole discretion, to immediately suspend or revoke access for any Contractor Personnel upon receipt of notice or upon CITY'S determination that such access is no longer required or appropriate.

22 Notices

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

23 Entire Agreement And Amendments

23.1 This Contract is the complete Agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

23.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONTRACTOR hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

23.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

24 Attorney's Fees

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Megan Taggart
Jul 20, 2026, 9:37 AM PDT

BUREAU VERITAS NORTH AMERICA, INC.:

Craig Baptista
Jul 21, 2026, 8:17 AM PDT

Craig Baptista
Vice President

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Hwy
Palmdale, CA 93550

ADDRESS FOR NOTICE:
BUREAU VERITAS NORTH AMERICA, INC.
180 Promenade Circle, Suite 150,
Sacramento, CA 95834

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST: If Corporation

Secretary

ATTEST:

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Attached Agreement Checklist and met all requirements

Record of Signing

For	City of Palmdale	For	craig.baptista@bureauveritas.com
Name	Megan Taggart	Name	Craig Baptista
Title		Title	

Megan Taggart

Signed on Jul 20, 2026 9:37 AM PDT

Secured by Concord™
DocumentID: 033sqtU6TH2Z70xdD2p75z
SigningID: 033sqtTuZvzK92Vou4dTwW
UTC Signing time: 2026-07-20 16:37:46 UTC
IP Address: 45.62.177.244
Email: mtaggart@cityofpalmdaleca.gov

Craig Baptista

Signed on Jul 21, 2026 8:17 AM PDT

Secured by Concord™
DocumentID: 033sqtU6TH2Z70xdD2p75z
SigningID: 033tOGXs0afEUouALMMk69
UTC Signing time: 2026-07-21 15:17:36 UTC
IP Address: 76.221.136.201
Email: craig.baptista@bureauveritas.com

concord™
Where agreements happen.

Signed with https://www.concord.app/

RESPONDENT SIGNATURE / COVER PAGE

Exhibit B

RFP No. 26-001-6110 **Title: As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services**

1. **RESPONDENT**

Firm Name: Bureau Veritas North America, Inc.

Contact Name: Craig Baptista

Principal Address: 180 Promenade Circle, Suite 150, Sacramento, CA 95834

Local Address: 250 N. Westlake Boulevard, Suite 150, Westlake Village, CA 91362

Phone: 805.230.2888 Fax: 916.725.8242

Email: craig.baptista@bureauveritas.com

Structure: [ ] Sole Proprietor [ ] Partnership [x] Corporation [ ] Joint Venture

Tax ID No: 06-1689244 California Contractor License No: N/A

Department of Industrial Relations (DIR) Registration No. 1000006523

Registration Date: 07-02-2025 Expiration Date: 06-30-2026

2. Proposed working relationship between Respondent and subcontractor (if applicable):
N/A

3. Prices:
A. Prices shall be F.O.B. Destination or for the service rendered.
B. Payment Terms: Net 45
C. Proposers shall honor proposal prices for one hundred twenty (120) days or for the stated contract period whichever is longer.

4. All forms, certificates, and compliance requirements included in this RFQA are completed and duly submitted in the proposal response.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement, (4) I acknowledge that all documents submitted pursuant to this RFQA will become a matter of public record.

Printed Name: Craig Baptista Title: VP-West, Plan Check & Inspection

Signature: Craig Baptista Date: 03-26-26

BUREAU VERITAS

PROPOSAL FOR
CITY OF PALMDALE
RFP NO. 26-001-6110
AS-NEEDED PLAN CHECK, COMMUNITY DEVELOPMENT TECHNICIAN, BUILDING INSPECTION AND BUILDING OFFICIAL SERVICES

PRESENTED TO

City of Palmdale
Purchasing Division
38250 Sierra Highway, 2nd Floor
Palmdale, CA 93550
P: 661-267-5455
E: purchasing@cityofpalmdaleca.gov

March 26, 2026

CONTACT REGARDING THIS PROPOSAL

Craig Baptista, Vice President
Bureau Veritas North America, Inc.
250 N. Westlake Village Boulevard, Suite 150
Westlake Village, CA 91362
P. 916.514.4516 | C. 916.291.9151
E. craig.baptista@bureauveritas.com

Proposal No. 14340680

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BUREAU VERITAS 250 N Westlake Blvd, Suite 150 | Westlake Village, CA 91362
P. 805.230.2888 | www.bvna.com

LETTER OF TRANSMITTAL

LETTER OF TRANSMITTAL

March 26, 2026

City of Palmdale
Purchasing Division
38250 Sierra Highway, 2nd Floor
Palmdale, CA 93550
P: 661-267-5455
E: purchasing@cityofpalmdaleca.gov

RE: RFP No. 26-001-6110 - As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services

Dear Purchasing Division,

On behalf of Bureau Veritas North America Inc. (BV), we are pleased to present our proposal highlighting our qualifications to provide **As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services** for the **City of Palmdale** (the City). Our proposal submission will emphasize our expertise and capacity to deliver on the scope of work requested in the City's RFP. **BV has a work history with the City, providing identical or similarly requested services since 2018.** As a seamless extension to the City our professionals will continue to work directly with City staff, as well as applicants, designers, contractors, and the public to ensure all parties understand the applicable codes and regulations while maintaining a high level of consistency, customer service and professional courtesy. The City will continue to benefit from local staff that understand the unique needs of the City's diverse communities.

We have the breadth and depth of resources, skills, and expertise needed to provide excellent deliverables. As a unique, single source consulting firm; building plan check and inspection services are some of our core service areas. We have a clear understanding of the scope of work to be performed under the City's request and we are well versed in the local, state, and federal codes and requirements. We offer optimal solutions to deliver quality services:

- Unparalleled plan review, inspection, development technician, and building official services by licensed and certified professionals
- Proven experience and local presence in serving Southern California jurisdictions, including the City of Palmdale
- Depth of resources to maximize flexibility and deliver quality services
- Established relationships to ensure timely reviews, transparency and responsiveness
- Electronic reviews, web-based document control, and best practices to consistently meet turnaround schedules
- Close collaboration and frequent communication with our clients and applicants to ensure project success

A unique feature of Bureau Veritas is that the whole company is subject to the high standards of the ISO 9001:2015 Quality Management System. This system is applied to our entire operation and periodic audits certify the company continues to be in full compliance. This assures our clients that wherever our services are provided, they will be accurately prepared and the deliverables will be received in a timely manner. We possess the staff continuity, depth of resources, and proven track record for reliable, responsive service and timely reviews and our experience and expertise in providing these services to public jurisdictions make it the right choice for the City's needs.

Our partnership with the City will be managed from our office in Westlake Village and augmented by six additional California offices. **Craig Baptista, Vice President** will be the main contact for this proposal and has the full authority to bind the company to the contract and authorized to negotiate on behalf of the firm. **Joe Chao, P.E., Regional Operatons Manager**, will serve as your primary day-to-day contact. BV is willing to perform the services described in the RFP. All forms, certificates, and compliance requirements included in the RFP are completed and submitted within this proposal response. BV will not be utilizing subconsultants for the requested services. The proposal shall remain valid for a period of no less than 120 days from the date of submittal. We acknowledge all documents submitted pursuant to this RFP will become a matter of public record.

LETTER OF TRANSMITTAL

BV looks forward to continuing our successful, professional relationship with the City by augmenting the department's staff, promoting transparency in our work, improving efficiencies, and exceeding your expectations.

Sincerely,

Craig Baptista, Vice President - West
Plan Check & Inspection
Bureau Veritas North America, Inc.
P. 916.514.4516 | C. 916.291.9151
E. craig.baptista@bureauveritas.com

Trang Huynh, P.E., C.B.O.
Building & Safety Division Manager
Bureau Veritas North America, Inc.
P. 714.487.4223
E. trang.huynh@bureauveritas.com

Joe Chao, P.E.
Regional Manager
Bureau Veritas North America, Inc.
P. 805.385.4246
E. joe.chao@bureauveritas.com

ORGANIZATIONAL STRUCTURE, QUALIFICATIONS, AND EXPERIENCE OF FIRM

ORGANIZATIONAL STRUCTURE, QUALIFICATIONS, AND EXPERIENCE OF FIRM

FIRM BACKGROUND/ORGANIZATIONAL STRUCTURE

Bureau Veritas is a multinational corporation with a history which includes over 198 years of providing worldwide regulatory compliance service to industry and governmental agencies. Founded in 1828, Bureau Veritas is a global leader in quality assurance, health, safety, and environmental (QHSE) solutions. Recognized and accredited by the largest national and international organizations and with over 82,000 employees, the firm has unparalleled resources to manage projects requiring a broad range of expertise across vast geographies. With operations in 140 countries and all continents, Bureau Veritas draws on the synergies between its local teams and dedicated technical centers throughout the world. Our firm is consistent in our approach in giving clients a close-knit presence found in smaller firms while possessing the support of a national firm.

Many of the firm's staff have been public agency employees or augmented public agency personnel who know and understand government processes. Consequently, BV is ready to step in immediately at whatever level the City requires and bring one integrated source to meet its needs. The firm has provided conceptual design review, plan review (building. mechanical, electrical, plumbing, civil and structural engineering; as well as fire, access compliance, historical codes, environmental health, retail food, public swimming pool, spa and architectural design services) and inspection services for more than 500 municipalities throughout the United States for more than four decades. BV has an extensive background in building services. The firm's range of experience in this unique arena covers literally every key area of service defining a building department in today's industry. The firm is skilled at helping existing building departments augment or refine their current level of client service or capable of crafting a department from the ground up.

Bureau Veritas North America, Inc. was incorporated in the State of Delaware on March 26, 2003. BV is a Delaware corporation founded in 2003. It is a wholly owned subsidiary of Bureau Veritas Holdings, Inc. (a Delaware corporation – founded in 1988), which in turn is a wholly owned subsidiary of Bureau Veritas S.A. (BVSA) (founded in 1828) a company publically traded on the Euronext. BVSA has one shareholder owning greater than ten percent (10%), Wendel Investissement S.A

CALIFORNIA OFFICE LOCATIONS

BV proposes a highly qualified, multi-faceted core team of professionals dedicated to assisting the City of Palmdale. The firm's partnership with the City will be managed out of its office in Westlake Village (250 N. Westlake Village, Suite 150, Westlake Village, CA 91362) and augmented by staff located throughout the state as needed. This will facilitate quick and efficient responses to all service needs. BV takes pride in its deep pool of highly qualified building plan review and inspection experts.

BV's offices are strategically located to minimize travel time between projects. The firm's goal is to ensure the City's projects will be efficiently managed in the most cost-effective manner possible. BV has assigned key personnel which are readily available to work on City projects.

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

SACRAMENTO
(Regional Headquarters)
180 Promenade Circle
Suite 150
SACRAMENTO 95834
Tel: 916.725.4200

PASADENA
600 N. Rosemead Boulevard
Suite 205
PASADENA, CA 91107
Tel: 626.325.9800

IRVINE
220 Technology Drive
IRVINE 92618
Tel: 949.860.4800

SAN DIEGO
9988 Hibert Street
Suite 100
SAN DIEGO 92131
Tel: 858.863.2000

SANTA ROSA
111 Santa Rosa Avenue
Suite 230
SANTA ROSA 95404
Tel: 707.757.6650

SAN LUIS OBISPO
1411 Marsh Street
Suite 107
SAN LUIS OBISPO 93401
Tel: 805.792.1109

ORGANIZATIONAL STRUCTURE, QUALIFICATIONS, AND EXPERIENCE OF FIRM

KEY STAFF

Craig Baptista, M.B.A.

Vice President - West, Plan Check and Inspection

Craig has exceptional experience building and managing successful programs and relationships with 22+ years of experience. He is a skilled communicator capable of articulating complex ideas in a concise and persuasive manner. Craig has proven experience as a facilitator of solutions for client problems and is a strategic thinker with the ability to translate vision into tactics. He is self-motivated, passionate and resourceful. Craig has expertise identifying client needs and is able to execute problems quickly by utilizing his professional business management skills.

Trang Huynh, P.E., C.B.O.

Building & Safety Division Manager

Leading our Southern California region is Trang Huynh, an industry professional with more than 43 years of experience working in public and private services in the capacity of executive director and plan review engineer. Trang has implemented public service programs and gained exceptional understanding and expertise in building and safety, community and economic development, public relations, redevelopment, financial and budget management, employee and organizational development, interfacing with state and local officials at all levels.

Joe Chao, P.E.

Regional Operations Manager

Joe has 11+ years of experience in engineering. He reviews plans for various counties and cities, consisting of small additions/remodels, to moderate and complex residential and commercial projects, including site, architectural, structural plans/calculations, Fire and Life Safety and Photovoltaic installations; checking for completeness, accuracy, and Code compliance with State and Local building codes.

LITIGATION AND CLAIMS

Please understand in the course of Bureau Veritas' business meritless claims arise from time to time. It is the firm's policy not to comment on any current claims or pending litigation. However, without waiving its policy, the firm has no judgments, pending litigation, liens, or claims which would adversely impact the financial stability, insurability, or performance of professional services. As one of the largest firms providing professional testing, inspection, and code compliance services, Bureau Veritas is the recognized leader in its field worldwide. In the past (5) years, Bureau Veritas, and/or any principals or managers have not been involved in litigation or arbitration that would impact the performance of services under the requested RFP.

FINANCIAL COMPETENCY

Bureau Veritas North America, Inc. has the necessary facilities, abilities, experience and financial resources to provide the services specified herein in a satisfactory and timely manner. Over the last five years, Bureau Veritas has demonstrated proven resilience to the effects of economic cycles. The Group has a solid financial structure. The very good health of all the financial markers is the result of several years of transformation that have led Bureau Veritas to become a resilient company, perfectly positioned to successfully and completely meet your needs.

(in millions of dollars)	2024	2023	2022	2021	2020
Revenue	7,222	5,867	5,651	4,981	4,601

Documentation of these financials is available upon request or available for download here: https://group.bureauveritas.com/investorsfinancial-information/financial-reports

1,400+
Offices and Laboratories in 140 Countries

82,000+
Employees Worldwide

400,000
Clients Served in a Variety of Industries

5.8 Billion
Dollars in Annual Revenue

EXPERIENCE AND QUALIFICATIONS

With over a century's dedication to the exclusive pursuit of quality, there is no comparable firm in existence with more professional service experience than Bureau Veritas. The most important selection criteria for clients that choose Bureau Veritas is expertise. Having provided QHSE services for over +198 years, we are the foremost expert in the field. Our greatest asset is our reputation. That reputation comes from the best experts in the industry, all acting with the utmost integrity and ethics.

BV anticipates needs and responds with specific, immediate solutions to the challenges associated with construction projects. Our professional members are dedicated to meeting a high standard of public service, crucial to effective delivery of building regulatory services. Consistency, responsiveness, efficiency, and a positive attitude are key components of our approach. BV has an extensive background in building services. Our range of experience in this unique arena covers literally every key area of service defining a building department in today's industry. We are skilled at helping existing building departments augment or refine their current level of client service or capable of crafting a department from the ground up.

- Plan Review
- Inspections
- Development/Permitting Technical Services
- Staff Augmentation
- Code Interpretation
- Code Adoption and Ordinance Preparation
- Planning and Zoning Meeting Attendance
- City Council Meeting Attendance
- Building Official Duties
- Permit Tracking and Record Keeping
- Plan Reviewer, Inspector and Permit Tech Training
- Budget and Staffing Planning
- Pre-Design and Pre-Construction Meetings
- Designer and Builder Training
- Contractor Licensing
- Fee Schedule Evaluation and Updates

Our **local presence** allows us to provide timely delivery and exceptional customer service in the most cost-effective manner. Our long-standing presence in Southern California and past experience working with regional municipalities has enabled us to gain the knowledge of the local area and to provide continuity, responsiveness to on-call assignments, and technical proficiency.

BV will bring a cooperative and creative problem solving approach to plan review. We fully understand our role as a team member committed to achieving successful projects for the City and its customers. Our team has considerable experience providing expedited and phased reviews on complex and unique projects such as custom residential, multifamily residential as well as inspections of complex projects such as Joshua Medical Center in the City of La Palma and Antelope Valley Courhouse in the County of Los Angeles, and several large scale projects.

The Right People Doing the Right Job

We have extensive resources and a large pool of licensed and certified building safety experts who are equipped to handle all of the City's needs, including building and fire plan check, building inspection, permit and counter services, code enforcement, LEED review, ADA compliance, and building official services. Our professionals have considerable experience in commercial, residential, industrial, energy, and institutional projects of all sizes and complexities, allowing them to tailor solutions specifically to the City's needs.

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

What Sets BV Apart

BV understands while the company offers a wide range of services, not every client needs the same solutions. The firm's ability to offer a variety of customizable services for each client makes BV an ideal partner. The firm is committed to timely and ongoing communication with both the City and applicants and is dedicated to working closely with stakeholders to address deficiencies in an effort to expedite the plan review and approval process. BV's team will consistently share best practices and discuss resolutions to code interpretations and deficiencies. BV is justly suited to provide consulting services because the firm is solution oriented and possess:

Unparalleled Building Safety and Code Consulting Expertise

- Consulting to 150+ agencies in the State of California
- Proven turnkey engineering and building safety track record to more than 500 agencies nationally
- Project management and staff augmentation expertise
- Key staff which have assisted in the development and implementation of the latest California codes

Depth of Resources and Proximity to Meet Peak Workloads

- Building Plan Review and Inspection Services will be provided out of the firm's office located in Westlake Village
- 200+ offices throughout the United States with 7 in the state of California dedicated to building and safety services

- Registered engineers and ICC certified staff with extensive code compliance expertise and experience

Best Practices and State-of-the-Art Processes to Consistently Meet Turnaround Schedules

- First U.S. firm to achieve IAS Certification for third party accreditation
- Comprehensive and formalized plan review procedure
- Award-winning web-based project tracking and controls
- A commitment to early and ongoing communication including pre-submittal meetings, one-on-one reviews, etc. to expedite the approval process
- Electronic plan review to save time, money, and paper - a **GREEN** solution

BUILDING OFFICIAL SERVICES OVERVIEW

The designated Building Official(s) are Certified Building Officials who are able to perform the requested scope of services, delivering responsive customer service excellence for the City. The Building Official will be able to serve all the needs of the City, including responding promptly to emergency on-call services as needed. They will work directly with City staff to prepare acute interpretations of the Code requirements, to adopt and process new codes and their requirements, and to act as a general point of contact for the jurisdiction. They will also provide support and direction necessary to facilitate timely and efficient work amongst the jurisdictional staff and other departments. BV Certified Building Officials are able to analyze applicable ordinances and resolutions of jurisdictions and make recommendations for approval of appropriate code adoptions, amended as necessary in accordance with the applicable code, to implement an effective and compliant code enforcement program. They are current on applicable code requirements adopted at the state and federal levels and inform and implement as necessary for jurisdictional compliance. BV building officials will attend staff, board, and council meetings as required and mutually agreed upon. They will provide guidance for staff, architects, designers, and contractors to navigate the code. BV's building official and support team will be up to date on code changes and will assist in implementing those changes. Typical duties of the building official can include, and at the request of the City:

- Manage and oversee the building department
- Perform on-site plan check and inspections as requested
- Guide inspectors and plan reviewers on adopted codes and local amendments
- Make recommendations regarding local amendments and code adoption Serve as liaison between BV and the stakeholders
- Serve as liaison between the building department and other municipal departments
- Attendance at Municipal Commission Meetings,
- Planning Commission, Development, Review Board, and Code Enforcement Meetings as needed / as requested and agreed upon
- Report building department activities as requested and agreed upon
- Assess applicant and client satisfaction
- Attend pre-submittal meetings when needed
- Assist in improving the processes and procedures of the building department, if requested
- Inspections of construction site erosion control during building inspections
- Inter-agency coordination as needed
- All other relevant assignments relating to Plan Reviews, Building Code Administration, Permitting and Inspection Services, as requested

PLAN CHECK SERVICES OVERVIEW

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

The firm has specific experience working through a variety of challenges including infill commercial development, adaptive reuse and change of occupancies of existing buildings, retrofit of un-reinforced masonry or soft-story buildings, large commercial shopping centers and mixed-use multi-family developments, live-work projects, and high tech, research and development facilities. BV's plan review services for the City shall endeavor to adhere to current codes, with detailed plan review letter comments, reference plan sheets numbers and code sections, and a copy (either paper or electronic) of the plan review corrections list are provided for each reviewed project. Services include recheck of plans after the applicant has made corrections, review and recheck of field changes, and deferred submittals and review and recheck of additional work on the project as needed.

BV has the capacity to deliver the following plan review services for compliance with all Federal and State laws, building and safety codes, Palmdale municipal codes and ordinances, and acceptable engineering practices:

- Architectural, fire and life safety plans examination
- Structural plans examination
- Energy code plans examination
- Soil report review
- Accessibility requirements including:
  - » Barrier free plans examination requirements
  - » Disabled access
  - » CASp
  - » ADA
- Mechanical, plumbing, and electrical code plans examination
- Historical Building Code
- Review and approval of alternate materials, alternative design and methods of construction
- Green Building and LEED consulting including:
  - » U.S. Green Building Council (USGBC)
  - » LEED submittal consultation
  - » California Association of Building Energy Consultants (CABEC)
  - » Residential Energy Services Network (RESnet)
  - » Green building consulting including CAL Green
  - » ENERGY STAR verification
  - » Energy efficiency audits
- Civil plans examination including:
  - » Grading and drainage
  - » NPDES/SWPPP
  - » Development
  - » Infrastructure
  - » Water and wastewater
  - » Sewer including Onsite Wastewater Treatment Systems (OWTS)
- Fire plan review including:
  - » Fire sprinkler/fire alarm
  - » Smoke detection and dampers
  - » Underground

Architectural Review

BV blends the knowledge of local conditions with a large pool of California licensed or certified building safety experts equipped to handle all building department needs. The firm is able to tailor its solutions specific to the City as a result of having provided plan review, inspection services, specialty reviews, and municipal administrative support for over 51 years.

Structural Review

BV is uniquely qualified and experienced in structural review and inspection. The firm has plan review and inspection personnel which have specialized experience with multifamily residential, hotels, resorts, retail, commercial, industrial, high-tech facilities, etc. BV has several experienced structural engineers on staff who are immediately available to tackle the City's most complex projects. BV can provide a complete structural review of design drawings, details, and calculations for both vertical loads and lateral seismic and wind forces, in accordance with the Palmdale municipal codes and California Building Code structural provisions.

Mechanical Review

The California Building Code is supported by ancillary codes such as the California Mechanical Code and any others specifically designated and adopted by the City. BV's staff includes licensed and certified mechanical engineers and inspectors who have the knowledge, training, and experience necessary to review plans for compliance with these codes. Firm staff, who are available immediately to the City, have reviewed heating, cooling, distribution and return air systems, hoods, and product conveyance system plans for a variety of projects including single family residential, multi family residential, custom homes, resorts, and hotels.

Plumbing Review

The California Building Code is supported by ancillary codes such as the California Plumbing Code and any others specifically designated and adopted by the City. BV's staff has the knowledge, training, and experience necessary to review plans and inspect construction for compliance with these codes. The firm has licensed and certified mechanical engineers on staff to assist with plumbing reviews when needed. Firm staff have reviewed fuel gas, medical gas, potable and non-potable water piping and waste piping systems, and rainwater system plans for single family residential, multi family residential, custom homes, resorts, and hotels.

Electrical Review

Electrical review and inspection to verify energy compliance is included in all projects in accordance with mandates from the applicable energy standards for non-residential construction. The firm has licensed and certified electrical engineers and inspectors with extensive plan review and inspection experience which have reviewed service installation, transformers, emergency power, panel distribution, single line diagrams, power, and lighting system plans for single family residential, multi family residential, custom homes, resorts, and hotels.

CASp and Disabled Access Review

BV has extensive experience and capability which will enable its staff to provide complete plan review and inspection utilizing individuals who posses CASp certification. BV has CASp certified individuals who are able to respond to the needs of the City quickly. The firm currently provides CASp certified individuals to jurisdictions in California to meet the requirements of SB 1608. Additionally, BV has provided accessibility reviews and inspections of projects in City of Palmdale and the Southern California region.

Green Building and LEED Review

BV has plan review engineers, plans examiners, and inspectors who are well versed and experienced with energy code compliance. Firm staff have been involved at various levels of energy code

development in California and are certified to review and inspect for energy codes. BV staff have reviewed plans, and inspected projects, which incorporate new technology, and complex energy code compliance. The firm has staff available to the City who are CAL Green as well as LEED AP Certified.

Civil/Grading Review - Optional

BV's professional staff will familiarize themselves with all city, state, and federal requirements applicable to the project before beginning a review. Requirements for civil infrastructure originate from multiple sources including statutory requirements, local ordinances and design guidelines, federal requirements including ADA and NPDES, state requirements, and the requirements of any affected utilities, districts, or agencies.

Fire Plan Review - Optional

BV staff have the capacity to consult closely with the local Fire Department Chief or their designated representative on any areas which require code interpretation or where alternate methods are being proposed and considered. The firm's proposed fire plan check engineers have specific experience working with multiple types of facilities to ensure compliance with applicable codes, standards, and amendments, including CFC, CBC, the Adopted National Fire Protection Standards, the California Health and Safety Codes, CSFM, and U.L. BV's experience includes written comments and verbal communication with applicants to better understand requirements and provide direction for compliance, as well as close communication with fire departments to clarify policies, code interpretations, plan review status, and procedures. BV has reviewed hundreds of projects for fire safety components, including NFPA 13, NFPA 72, and NFPA 101, among others.

Electronic Plan Review

Electronic plan review uses a software which presents customers with a convenient alternative solution to printing and delivering paper plans to City offices at zero cost. This modern solution has become especially valuable as municipalities seek to continue service delivery to communities while focusing on health and safety.

The proposed personnel have extensive experience using many commonly used platforms such as Citizen Serve, TrackIT, Adobe, Cityworks, Energov, CityTech, ProjectDox, Bluebeam, Central Square, Accela, and e-PlanSoft.

As part of this process, plans are first submitted as PDF files via a secure and confidential FTP site in which the client also has access. Our staff then reviews these plans and places comments and redlines directly on the plans, corresponding to areas needing revisions.

Next, redlined plans with comments are forwarded to, or placed on, the secure FTP site for the designers, engineers, and architects. Plans may be revised and resubmitted via the method described. Once all items are resolved, hard copy plans are sent to BV for approval stamps and signatures. Finally, the stamped and signed approved drawings are sent to the jurisdiction for permitting.

Pick Up and Delivery

BV assumes responsibility for the pickup and return of plans. All plans shall be picked up from the City offices within 24 hours of notification. Should the volume of work be sufficient, we propose to establish regular pick up of plans on a consistent basis. We will also utilize shipping courier, at no additional cost to the City.

Upon completion of each plan review, we will forward a copy of the correction list to the City and the applicant, by mail. When corrected plans are resubmitted, the previous procedure will be followed or the applicant may schedule an office visit to go over any corrections in person. When plans are completed they are stamped, signed and forwarded by BV staff. Our transmittal forms are customized for use unique to the City.

We can also designate a BV team member to be the courier for plan pick-up, delivery, and return. Our Administrative Assistant can also provides administrative and clerical support to relieve department manager or staff of administrative details.

BUILDING INSPECTION SERVICES OVERVIEW

BV can provide inspection services for a single project that presents unique complexities due to its construction or size, or we can provide enough staff to handle all inspection services for an entire jurisdiction. Our building inspection services can be adjusted to provide a high level of coordination specifically suited to the design-build concept. Our inspectors are ICC certified and have extensive experience in the construction trades as well. Fast-track projects may be built into small phases based on incremental design and fabrication steps. In such cases, our inspection team keeps daily logs to track corrections and plan review changes. BV's inspection teams also provide on-call building inspection services to cover staff vacation time, peak work loads, specialized inspection activities, and any other situations that may arise. These activities may include next-day inspections and same-day response to important or urgent requests.

BV can provide the The City with ICC certified personnel who will adhere to the following procedure to deliver building inspection services:

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

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

COMMUNITY DEVELOPMENT TECHNICIANS

BV has the capacity to work with the City to seamlessly staff the public counter, issue counter permits, answer questions pertaining to inspections, plan approvals, business license and certificates of occupancy, while assisting the public with a high level of customer service. The firm's staff will be trained and proficient in the City's policies, procedures, administrative and technical regulations, and are familiar with various software systems.

BV's assigned Commnity Development/Permit Technician will perform a variety of technical support duties and customer service related to the issuance of permits for the Building Division and in support of related services and activities of the Department. Our assigned Permit Technician will provide customer service by phone, email, and at the public counter; perform preliminary review of plans and specifications for complete plan check submittal; review and process express permit applications; issue permits, and performs related duties, as needed. Permit processing and technician services include, but are not limited to:

- Interface with the public, internal staff, and related departments
- Review permit applications for completeness
- Accept, login, and route plans
- Calculate and/or collect fees
- Issue permits
- When authorized, review and issue counter permits
- Maintain permit records
- Use jurisdiction permitting programs and/or software

KEY PERSONNEL HIGHLIGHTS

Please see page 16 for the assigned key personnel as well as the Proposed Staffing and Management Plan and Technical Proposal sections for additional information, including resumes and relevant experience.

PROPOSED STAFFING AND MANAGEMENT PLAN

PROPOSED STAFFING AND MANAGEMENT PLAN

ASSIGNED KEY PERSONNEL

BV has assembled a team of experts who are equipped to facilitate the provision of exemplary deliverables associated with building and safety services to the City. Each individual brings a wealth of knowledge and experience and has been specifically chosen for their expertise in performing the required scope of work detailed in the request as well as their extensive list of certifications and licenses. Resumes have been provided on the following pages. **Personnel names and positions which have been highlighted in blue are the firm's proposed key personnel** for the City of Palmdale. **Regional Operations Manager, Joe Chao, P.E.,** will be the primary points of contact for the City and overseeing the delivery of all services. **Trang Huynh, P.E., C.B.O.**, will be the primary Building Official for the contract term.

Biographies of the firm's leadership and primary staff are provided in the resumes, which may be found in the Technical Proposal section.

Management Team

Craig Baptista, M.B.A.
Vice President

Trang Huynh, P.E., C.B.O.
Building and Safety Division Manager

Joe Chao, P.E.
Regional Operations Manager/Plan Check Engineer

Primary Project Team

Building Official
Trang Huynh, P.E., C.B.O. (Primary)
James Waters, C.B.O. (Secondary)

Plans Examiners
Glenn Kechejian, E.I.T.
Ernesto Pedroza, E.I.T.
Lana Kazama, E.I.T.
Golnaz Bastani
Mildred Renteria
Joe Medina

Plan Review Engineers
Henry Hadidi, Ph.D., S.E.
Troy Schmidt, S.E.
Armil Allahyarian, P.E.
Abteen Shirehijini, P.E.
Matthew Godinez, P.E.

Inspectors
Brian Meadows
Mark Boling
Aleta Francis

CASp
Ho-Jun Kong, CASp
Sal Gonzalez, CBO, CASp
Kevin Ruybal, C.B.O., CASp

Community Development/ Permit Technicians
Jeremy Huynh
Pam Wilkerson-Caver

Fire Prevention Team
Lisa M. Beaver, P.E.
Michael Skelly
Andrew Reiwitch
Michael Long
Dennis Long
Nehemiah O'Neal

Civil Plan Review Engineers
Matthew Addington, P.E., PLS, QSD/P
Benjamin Dela Cruz, P.E.
Carol Dugas, P.E.
Michael Foreman, P.L.S.

CONFLICT AND ISSUE AVOIDANCE

BV's approach to provide quality assurance for each team member's performance, and to identify and resolve performance problems effectively. Performance Monitoring and Corrective Action are integral parts of project-specific QA/QC controls, as well project management approaches more broadly. So as to minimize issues for Clients, we have documented programs to ensure employees are technically qualified and trained to carry out their roles and responsibilities. BV's approach to providing quality assurance for each team member's performance requires communication and understanding of expectations and requirements. This is a multi-pronged approach and includes the features described below:

Example of Problem Resolution

Our inspectors have gained a wealth of experience working on all types of projects. We have worked with many of the past and current Project Managers and technical team and have learned what is expected of us.

Example #1

1. A recent learning experience: although a project had been approved per final inspection, if the system breaks and needs repair, those repairs are still under the responsibility of the Project Manager to inspect, document and photograph until which time a Certificate of Occupancy can be issued.
2. Upon discovery of the issues, BV worked with the contractor in collaborating with the engineer of record to evaluate and make recommendations of corrective actions.
3. BV verified the approved plans to determine the proper method of installations, and made recommendations for the proper repairs to the installations.
4. BV worked with the engineer of record on alternate methods/revisions on a solution where the incorrectly installed elements could be corrected in order to meet structural compliance.

BV has a steady flow of projects, and a large pool of resources to tap into should workload increase. Any project that comes in to our offices is reviewed on time, on budget and accurately. As a result of having a large staff, we are able to handle multiple projects large and small concurrently, without any negative impact to project turnaround times, project budgets, customer service or accuracy.

PERFORMING PROPOSED SERVICES

BV's proposed key personnel will be available to perform the proposed services for the duration of the contract, on-site when requested by the City. BV acknowledges that no person designated as "key" to the proposed service shall be removed or replaced without the prior written concurence of the City. In addition, the City reserves the right to direct the proposer to remove any individual, including the key personnel, assigned to the resultant agreement.

TECHNICAL PROPOSAL

TEAM MEMBER CONTACT INFORMATION

The requested contact information of BV's management team is listed below. Contact information for our additional personnel will be provided for each project on which our staff provides services. Their capacity to perform the requested services are in the resumes in the following pages.

Name	Phone Number	Email Address
Craig Baptista, Vice President - West, Plan Check & Inspection	916.291.9151	craig.baptista@bureauveritas.com
Trang Huynh, P.E., C.B.O., Building and Safety Division Manager/ Building Official	714.487.4223	trang.huynh@bureauveritas.com
Joe Chao, P.E., C.B.O., Regional Manager/Plan Check Engineer	805.358.4246	joe.chao@bureauveritas.com

Manuel "Craig" Baptista, M.B.A.

Vice President - West, Plan Check & Inspection

EDUCATION

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

REGISTRATIONS/ CERTIFICATIONS

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

PROFESSIONAL AFFILIATIONS

Occupational Safety and Health Administration

TOTAL YEARS OF EXPERIENCE

20+

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

SELECT PROJECT EXPERIENCE

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

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

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

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

BUREAU VERITAS 250 N Westlake Blvd, Suite 150 | Westlake Village, CA 91362
P. 805.230.2888 | www.bvna.com

Trang Q. Huynh, P.E., C.B.O.

Building and Safety Division Manager

EDUCATION

Master of Business Administration
B.S., Civil Engineering
Certificate of Completion - Leadership for Senior Executives

REGISTRATIONS/ CERTIFICATIONS

Registered Professional Engineer: CA, #C36627
CABO Certified: Building Official #510
California Certified Green Building Professional
California Licensed Real Estate Professional
Cal OES Safety Assessment Program, Building Inspector

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
American Society of Civil Engineers (ASCE)
California Building Officials (CALBO)
Former Vice-Chair and member of the City of Highland Planning Commission
Past President of the Board of Directors of the Central Business Center in Upland
Past President of the Foothill Chapter of ICC

TOTAL YEARS OF EXPERIENCE

39+

Trang is a licensed professional engineer and ICC certified building official with over 39 years of experience working in public and private services as executive director and plan review engineer. He has implemented excellent public service programs and gained exceptional understanding of the building and safety division, community and economic development, public relations, redevelopment, financial and budget management, employee and organizational developments, and state and local officials. As a professor for Cambridge College in Southern California he has taught graduate and undergraduate classes in business, finance, and management. Trang has outstanding public relations, management, and problem solving skills with a proven record of strong and positive working relationships with local and state elected officials, inter-governmental agencies, business organizations, development community, labor groups, community groups, and residents. He was awarded the "Civil Engineer of the Year" award by the ASCE Chapter of San Bernardino and Riverside in 2011. He was also a recipient of the "Good Government Award" from the BIA Inland Empire Chapter in 2015. Finally, Trang has an excellent understanding of cultural diversity and knows how municipality services can be provided efficiently with an objective from "Good to Great".

Trang has held the position of Building Official for multiple jurisdictions, including City of San Clemente, City of Manhattan Beach, City of Rancho Cucamonga and City of Rialto.

SELECT PROJECT EXPERIENCE

Regional Manager, Southern California
Bureau Veritas North America, Inc.
2017 - Present

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

Building and Safety Services Director
City of Rancho Cucamonga
2002 - 2017

As one of the executive team members of the City to directed and coordinated the work of the Community Development team. Managed all activities and operations of building and fire plan checks, permits, building and fire inspections, grading, community improvement, code enforcement, citizen volunteers for an affluent community of 175,000 people. Prepared and administered an annual operating budget up to $4,200,000. Supervised up to 40 employees, citizen volunteers and interacted with businesses, developers, designers and residents. Executive member of the City's economic development team to develop and implement the economic development strategy plans. Worked with other departments to manage the City's annual capital building and improvement projects. Excellent knowledge and understanding of managing municipal services from business improvements and economic developments to public safety.

Has outstanding public relations, management, and problem solving skills. Have a proven record of strong and positive working relationship with local and State elected officials, inter-governmental agencies, business organizations, development community, labor groups, community groups and residents. Have an excellent understanding of cultural diversity and know how municipality services can be provided efficiently with an objective from "Good to Great".

Joe Chao, P.E.

Regional Manager/Plan Check Engineer

EDUCATION

M.S., Structural Engineering

B.S., Civil Engineering

REGISTRATIONS/ CERTIFICATIONS

Registered Professional Engineer:
CA, #85679
DC, #PE922133
MD: 0056984

ICC Certified:
Building Plans Examiner

PROFESSIONAL AFFILIATIONS

Structural Engineers Association of Southern California (SEAOSC) - SEAOSC Convention Young Members Committee 2014 & 2018

California Building Officials (CALBO)

International Code Council Ventura Region Chapter (ICCVRC)

TOTAL YEARS OF EXPERIENCE

11+

Joe has more than 11 years of experience in engineering. He reviews plans for various counties and cities, consisting of small additions/remodels, to moderate and complex residential and commercial projects, including site, architectural, structural plans/calculations, Fire and Life Safety and Photovoltaic installations; checking for completeness, accuracy, and Code compliance with State and Local building codes.

SELECT PROJECT EXPERIENCE:

Regional Manager, Westlake Village Office
Bureau Veritas
2019 - Present

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

Senior Plan Check Engineer
California Code Check, a Bureau Veritas Company
2011 - 2019

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

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

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

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

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

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

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

James D. Waters, C.B.O.

Building Official/Senior Plans Examiner/Senior Inspector

EDUCATION

A.S., Construction Technology
Certificate of Achievement, Construction Inspection

LICENSES/CERTIFICATIONS

ICC Certified:
Building Official
Certified Plans Examiner
Residential and Commercial
Combination Inspector
Building, Electrical, Plumbing, and Mechanical Inspector
State Certified OSHA 10 Inspector.
State of California Emergency Disaster Service Inspector - Governor's Office of Emergency Services

PROFESSIONAL AFFILIATIONS)

International Code Council (ICC)
Occupational Safety and Health Administration (OSHA)

TOTAL YEARS OF EXPERIENCE

25+

James possesses 25+ years as a building official, inspector, plans examiner. His skills include project management, conflict resolution, team leadership, budgeting, organizational management, creative problem solver, policy and Internet research, and inter-agency relationships. His project experience has included residential and commercial structures. Highly skilled and knowledgeable, James is a valued member to our professional team.

SELECT PROJECT EXPERIENCE:

Building Official/Senior Plans Examiner/Senior Inspector
2024 - Present
Bureau Veritas North America, Inc.

Performs complex professional work as a Building Official/Senior Plans Examiner/Senior Inspector. Provides assistance to jurisdictional staff and general public on requirements for applying for construction or alteration permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

C.B.O., Sr. Plans Examiner, Sr. Inspector
2023 - 2024
Private Consultant

Performed the Inspections and Plan Check of industrial, commercial and residential construction for compliance with applicable City and State building and safety codes and city ordinances. Reviewed and resolved the most difficult inspections requiring discretionary interpretation and application of the codes, including Building, Electrical, Plumbing, Mechanical and Handicap Codes.

Plans Examiner/Inspector/ Capital Improvement Projects Manager
2021 - 2023
Town of Camp Verde

Performed professional and intermediate administrative work managing the design and construction of Capital Improvement Projects (GIP), the development and implementation of service contracts, and the development of standards and specifications for each project. Work involved considerable interaction with the Town Manager, City Council and higher-level supervisory staff. Direct supervision of construction firms working for the Town. Manage all work assignments, performed all City inspections of projects including building, electrical, plumbing, mechanical and handicap inspections, and compliance. Provided Plan Check Services for the Building and Safety offices due to a lack of plan check staff.

Director of Maintenance, Operations, and Transportation
2015 - 2017
Fallbrook Union High School District,CA

Directed the planning, organizing, and activities of programs, projects, and functions related to the district's three high school facilities, building maintenance, grounds keeping, custodial services, security, warehouse. Maintain compliance with District policies and local, state, and federal laws and regulations. Directed the District's Transportation Program. Managed the Performing Arts Center. Direct edthe coordination of new school construction, including plan check review and inspection services of all alterations, and improvements of existing facilities. Provided management of all construction projects. Evaluated the performance of staff.

Glenn Kechejian, M.S., E.I.T.

Building Plans Examiner

EDUCATION

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

REGISTRATIONS/ CERTIFICATIONS

ICC Certified:
Building Plans Examiner

Engineer in Training (E.I.T)

PROFESSIONAL AFFILIATIONS)

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

18+

Glenn is an experienced plan check engineer with a Master's degree in structural engineering. His strong technical capabilities and communication skills ensure timely, comprehensive plan reviews. His experience in plan review comes from reviewing custom homes and mixed-use residential and new commercial buildings. He has extensive experience reviewing plans for custom homes, specifically with the city of Malibu. Some notable projects include an 11-story high-rise hotel and multiple mixed-use retail/apartment complexes. His attention to detail and background in structural engineering will ensure that a quality review is provided to the applicant.

SELECT PROJECT EXPERIENCE:

Building Plans Examiner

Bureau Veritas North America, Inc.

2015 - Present

Performs plan checking for architectural and structural plans, communicating effectively with contractors, architects and engineering to assist in resolving deficiencies in plans. Reviews construction plans for residential, commercial, and industrial buildings and structures to ensure compliance with the applicable municipal, state, and federal codes and ordinances including the California Building Codes (mechanical, plumbing, electrical, energy, and green building). Provides assistance to jurisdictional staff and general public on requirements for applying for construction or alteration permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

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

- City of Malibu
- Agoura Hills
- LA County

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Ernesto Pedroza Jr., E.I.T.

Building Plans Examiner

EDUCATION

M.S. Structural Engineer (In Progress)

B.S. Civil Engineer

REGISTRATIONS/ CERTIFICATIONS

ICC Certified:

Building Plans Examiner

TOTAL YEARS OF EXPERIENCE

11+

Ernesto is an ICC certified building plans examiner with 11 years of experience. Ernesto is highly knowledgable in mathematics, engineering statistics and economics, and computer applications. Capable and knowledgable, Ernesto is a valuable member to any team. He is a fluent Spanish speaker, who is also capable of reading and writing in the Spanish language.

SELECT PROJECT EXPERIENCE:

Building Plans Examiner

Bureau Veritas North America, Inc.

2017 - Present

Performs complex professional engineering work during the plan review process. Provides assistance to jurisdictional staff and general public on requirements for applying for construction or alteration permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

Public Works Assistant

County of Ventura Public Works

2016 - 2017

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

Sales Associate

Home Depot

2013 - 2016

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

Contractor Assistant

Pedroza Landscape

2011 - Present

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

Masonry Assistant and Landscaper

Brooks Landscape

2011- 2013

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

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Lana Kazma, E.I.T.

Plans Examiner

EDUCATION

B.S. Civil Engineer

M.S. Structural Engineer

LICENSES/CERTIFICATIONS

ICC Certified:
Building Plans Examiner

Engineer-in-Training

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

7+

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

SELECT PROJECT EXPERIENCE:

Building Plans Examiner
Bureau Veritas North America, Inc.
2019 - Present

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

Projects include:

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

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Golnaz Bastani

Plans Examiner

EDUCATION

B.S. Civil Engineer

LICENSES/CERTIFICATIONS

ICC Certified:
Building Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

37+

Golnaz is a highly motivated, result-oriented plan examiner specializing in residential projects.

SELECT PROJECT EXPERIENCE:

Building Plans Examiner

Bureau Veritas - Westlake Village Location

2019 - Present

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

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Mildred Renteria

Plans Examiner

EDUCATION

B.S. Civil Engineer

REGISTRATIONS/ CERTIFICATIONS

Liccensed Dispensing Optician: California

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

TOTAL YEARS OF EXPERIENCE

12+

Mildred is a civil engineer with experience in land development, infrastructure design, and plan preparation. Proficient in AutoCAD Civil 3D, MicroStation, and various engineering software. Bilingual in English and Spanish with strong technical and communication skills.

SELECT PROJECT EXPERIENCE:

Plans Examiner
Bureau Veritas North America, Inc.
2022 - Present

Reviews plans for building construction and alterations to ensure compliance with the applicable municipal, state, and federal codes and ordinances. Provides assistance to jurisdictional staff and general public on requirements for applying for construction or alteration permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution. Utilizes proficiency in AutoCAD Civil 3D and MicroStation to analyze construction documents and site plans.

Licensed Dispensing Optician
Walmart Vision Center
2021- 2022

Analyzed and filled prescriptions. Provided patient education and service to ensure proper eyewear fitting and customer satisfaction.

Engineering Assistant I
Encompass Consultant Group (ECG)
2020- 2021

Experienced with single family, multiple unit residential neighborhoods, corporate/industrial, and commercial as well as custom land development projects. Knowledgeable in storm drain, sewer, water, and utilities design. Performed drafting tasks and assisted project manager in plans preparation, designs, calculations and cost estimates. Assisted senior engineers with more complex designs, plans, and proposal development and contract administration services. Established good rapport and built relationships with peers and clients by responding to requests through clear and timely communication.

Licensed Dispensing Optician
Costco Optical
2014- 2020

Used computer to process orders to assist members in ordering eyeglasses and contacts. Dispensed eyeglasses and contacts and oversaw apprentices. Provided prompt customer service throughout college to help finance education.

Joe Medina, E.I.T

Plans Examiner

EDUCATION

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

LICENSES/CERTIFICATIONS

Certified Engineer in Training, CA #EIT-172115
ICC Certified #9264369: Building Plans Examiner
Cal OES Safety Assessment Program, Building Inspector #91913

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)

Structural Engineers Association of Souther California (SEAOSC)

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

5+

Joe is a plans examiner with strong technical capabilities and leadership skills helping to ensure that review of plans and specifications for the construction, alteration and repair of commercial, residential, and industrial buildings and structures meet the requirements of applicable building, mechanical, plumbing, fire, and electrical codes for clients. Joe has significant experience reviewing complex steel, concrete, and wood frame structures. He has the necessary knowledge, skills and ability to read and interpret site plans, building plans, specifications, calculations and codes to determine compliance with appropriate codes and ordinances, analyze difficult construction code situations and to comprehensively examine plans and specifications and discuss. He possesses strong judgment, is able to communicate clearly both orally and in writing and excellent human relations skills.

SELECT PROJECT EXPERIENCE:

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

Performs a variety of advanced technical, administrative, and supervisory work in directing engineering activities related to plan review for numerous municipal clients throughout the Southern California. Reviews residential, commercial, industrial and public works project plans, reports and other development and design related documents for compliance with all applicable building, mechanical, plumbing, fire, and electrical codes, and other local, state, and federal codes and guidelines. Interacts with designers, contractors and owners to review proposed projects, answered question. Provides interpretations of the codes and established policies and procedures. Researches code and product standards to determine compliance with adopted codes.

Select clients include:

City of Malibu
County of Los Angeles
City of Glendale
City of Torrance (on-site)

Example projects include:

City of Monrovia - Mixed Use Apartment Complex
4 story mixed use building consisting of wood frame over concrete podium for a Custom Residential Home.

County of Los Angeles - 3 story hillside building utilizing pile foundations, retaining walls, and steel moment frames.

Summer Intern
City of Los Angeles, CA
2017

Summer Intern who participated on several fabrication projects at the C. Erwin Piper Technical Center for the Los Angeles City Department. In charge of fabrication and proper manufacturing of radio room for signal testing.

Henry Hadidi, Ph.D., S.E.

Plan Review Engineer

EDUCATION

Ph.D. Structural Engineer

M.S. Structural Engineer

B.S. Civil Engineer

LICENSES/CERTIFICATIONS

Registered Professional Engineer:

CA, #S4078

CA, #C49136

ICC Certified:

Building Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

35+

Henry is a results-oriented structural engineer with 35+ years of experience in plan review and design. He has extensive knowledge of current building codes including IBC, IRC, ACI 318, ACI 530, AISC 341, AISC 358, AISC 360, AISI, ASCE 31-03, ASCE 41-13, ASCE 5, ASCE 7, and NDS. Having supported the Seismic upgrade review of the Santa Monica Pier (1995); post the 1994 Northridge Earthquake, Henry has strong verbal and written communication skills in meetings and communicating with clients to answer questions regarding the generated plan review comments. He is a self-starter with a strong ability to lead or work within a team and has demonstrated organizational and problem-solving skills. Recent experience includes several pedestrian walk bridges for the University of California, Los Angeles and also for the City of Roseville.

SELECT PROJECT EXPERIENCE:

Senior Structural Engineer

Bureau Veritas North America, Inc.

2017 - Present

Plan review of residential and commercial projects of all sizes and complexities throughout California, including supporting the Seismic upgrade review of the Santa Monica Pier (1995); post the 1994 Northridge Earthquake.

Plan Review

JW Marriott Hotel

2015 - Present

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

Structural Plan Review

Cahuilla Casino & Hotel Project

2018 - Present

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

Private Sector Projects:

- Reviewed plans and calculations for the seismic retrofit of two reinforced concrete buildings at Atascadero State Hospital in Atascadero, California as part of the Department of General Services (DGS) plan check program.
- Reviewed plans and calculations for the design of a segment of the Los Angeles Metropolitan Purple Line underground metro tunnel in Los Angeles, California, as part of the LA Metro internal review.
- Reviewed plans and calculations for the seismic retrofit of the Caltrans Headquarters buildings located in Sacramento, California.

Troy Schmidt

Plan Review Engineer

EDUCATION

M.S. Civil Engineering, Structural Emphasis

B.S. Civil and Environmental Engineering

LICENSES/CERTIFICATIONS

Registered Structural Engineer:

CA, #5795

HI, #19417-0

Registered Professional Engineer:

CA, #71078
FL, # 90619
MD, #59078

NV, #027963

WA, #20107610

VA, #0402063162

ID, #P-21398

PROFESSIONAL AFFILIATIONS

Professional Board of Engineers

TOTAL YEARS OF EXPERIENCE

25+

Troy has over 25 years of experience as a structural engineer in California. He has extensive experience working on OSHPD and DSA projects throughout Northern California. He is knowledgeable in various design and structural engineering software programs. He is able to conduct plan review services for various building types including residential, commercial and industrial occupancy types.

SELECT PROJECT EXPERIENCE:

Structural Plan Review Engineer

Bureau Veritas North America, Inc.

2016 - Present

Conducts structural plan review services for complex projects throughout California. A sampling of the projects reviewed in the following jurisdictions: Placer County, City of Tracy, City of West Sacramento, University of California, San Francisco, County of Shasta and many more.

Project Engineer / Principal

Anderson & Doig Structural Engineers

2007 - Present

Delivers innovative, cost effective solutions to meet the aesthetic and functional demands of the building for the client from schematic design to DSA, OSHPD or city approval and through construction. Selects and optimizes structural systems to support lateral and gravity loads for single and multi-story steel, concrete, masonry, wood and light gauge steel structures. Produces structural calculations, design drawings, specifications and provides construction administration services in compliance with the California Building Code. Projects include K-12 public schools, healthcare facilities, private colleges, churches, residential and commercial buildings, structural rehabilitation, seismic retrofit and forensic engineering. Projects utilize design-build, design-bid-build and integrated project delivery methods. Manages client base as well as engineering, drafting and administrative staff.

Design Engineer/Project Manager

Harris & Sloan Consulting Group

2004 - 2007

Analyzed, designed and detailed single and multi-story buildings throughout California using wood, steel, concrete and masonry. Projects included new custom and production residential homes, recreation centers, apartment, condominium and senior housing complexes, renovations, mixed-use, commercial, retail and office buildings. Successfully managed client base providing quality engineering for projects on time and within budget. Responsible for creating project proposals, invoices and schedules, attending value engineering and other client meetings, providing structural observation and construction administration services as well as managing engineering and drafting staff.

Armil Allahyarian, P.E.

Plan Review Engineer

EDUCATION

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

REGISTRATIONS/CERTIFICATIONS

Registered Professional Engineer: CA, #97996
ICC Certified: Building Plans Examiner

PROFESSIONAL AFFILIATIONS

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

TOTAL YEARS OF EXPERIENCE

7+

Armil has more than 7+ years of experience as a plan check engineer, ranging from new residential homes, including additions and remodels, and commercial buildings, including tenant improvements and alterations. He is proficient in examining and checking building plans for compliance with applicable California Building Codes and other ancillary codes such as the California Plumbing Code, California Mechanical Code, California Electric Code and State disabled access related codes. Armil possesses the knowledge, skills and ability to read and interpret building plans, blueprints and specifications, interpret and apply related codes, ordinances and laws, and establish and maintain effective working relationships with architects, engineers,contractors, builders and owners, the public and other employees.

SELECT PROJECT EXPERIENCE

Operations Manager / Senior Plans Examiner
Bureau Veritas North America, Inc.
2017 - Present

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

Plan Reviewer
City of Los Angeles, CA
2016

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

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Abteen Shirehjini, P.E.

Plan Check Engineer

EDUCATION

B.S., Civil Engineering
M.S., StructuralEngineering (In Progress)

REGISTRATIONS/ CERTIFICATIONS

Registered Professional Engineer

ICC Certified:
Building Plans Examiner
California Commercial Building Inspector
Residential Building Inspector

Safety Assessment Program
CA DSW Volunteer

PROFESSIONAL AFFILIATIONS

Structural Engineering Association of Southern California

American Society of Civil Engineers

ICC Ventura Region Chapter Innovation and Technology Chairman

CA Disaster Service Worker

TOTAL YEARS OF EXPERIENCE

11+

Abteen has 11 years of experience as a plan check engineer and building inspector. Experience ranges from new residential homes up to four stories tall, new commercial buildings up to seven stories tall, and fire rebuilds throughout California. Abteen is highly proficient with AutoCAD, Revit, Chief Architect, Microsoft programs, Adobe Dreamweaver, HTML/CSS/C# Coding Processes, Computer Security, ETABS, RAM Structural, and Perform 3D.

SELECT PROJECT EXPERIENCE:

Plan Check Engineer and Building Inspector

Bureau Veritas North America, Inc.

2014 - Present

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

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

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

Project Manager

Consttech Construction Corporation

2011 - 2014

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

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Matthew Godinez, P.E.

Plan Review Engineer

EDUCATION

B.S., Civil Engineering

LICENSES/CERTIFICATIONS

ICC Certified:
Plans Examiner
Commercial Building Inspector

CA License PE #91519

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
Board Member of CalGEo Professional Society

TOTAL YEARS OF EXPERIENCE

14+

Matthew has more than 10 years of experience, two as a building plans examiner. He previously worked with engineering firms as a Surveying and Engineer Assistant.

SELECT PROJECT EXPERIENCE:

Building Plans Examiner/Building Inspector

Bureau Veritas North America, Inc.

2016 - Present

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

Mixed Use High Rise - Washington D.C.

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

Distribution Center - Oxnard

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

Tilt-up Warehouse - Oxnard

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

Multi-family Residential - Los Angeles Co

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

Cultivo Mixed Use - Desert Hot Springs

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

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Brian Meadows

Building Inspector

TOTAL YEARS OF EXPERIENCE

48+

Brian is a knowledgeable, well-rounded professional with a diversified career history encompassing 48+ years of building inspection, code compliance and customer relations experience. He is skilled in coordinating multiple concurrent projects, including managing daily schedule of inspections. He has an unwavering commitment to exceptional customer services, support and satisfaction.

SELECT PROJECT EXPERIENCE:

Building Inspector

Bureau Veritas North America, Inc.

2022 - Present

Performs residential and commercial building inspections for a variety of projects, bringing a high-level knowledge and expertise as a seasoned inspector. Other duties include performing plan checks, working with citizens, developers, superintendents, engineers and architects to ensure compliance with building codes, planning and zoning ordinances and timely completion of project.

Senior Building Inspector

City of Ventura Building Safety Department

2016 - 2022

Performed combination commercial, industrial and residential inspections. Ensured construction and installations conformed to municipal, state, and federal code requirements and zoning ordinances. Provided code interpretations and other essential information to design professionals, contractors, and the general public and recommend corrective action of defects or inadequacies. Provided interpretations of the codes and established policies and procedures.

Building Official

City of Ojai, CA

1995-2012

Interpreted and enforced the building codes adopted by the City as well as other City codes related to property development and building construction. Issued building permits, construction trades permits, fire sprinkler, fire alarm, life safety permits, and other similar permits as assigned. Administered plan review and field inspection industry contacts. Performed inspections and construction plan review. Developed and implemented operating policies and procedures as they relate to building safety.

Field Supervisor

Kurt Rush Constructors

1988 – 1993

Scheduled subcontractors, employees, equipment and vendors in critical path to ensure timely completion. Oversaw and directed outdoor projects from conception to completion. Oversaw all onsite and offsite constructions to monitor compliance with building and safety regulations. Directed crews plus any subcontractors. Planned ahead to prevent problems and resolve any emerging ones. Analyzed, managed and mitigated risks. Ensured quality construction standards and the use of proper construction techniques through consistent training.

Mark Boling

Building Inspector

EDUCATION

General Education

REGISTRATIONS/ CERTIFICATIONS

Cross Connection Specialist Certification

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

Cross Connection and Water Pollution Control

TOTAL YEARS OF EXPERIENCE

24+

Mark is a meticulous building inspector who is highly effective at reviewing complex construction projects for compliance with applicable building codes. He is a methodical and analytical professional with a thorough approach. He is a hardworking building inspector, adept at identifying issues and problems. Mark's also enthusiastic about working with project managers, contractors, and owners in a collaborative capacity to resolve problems. He is a licensed building inspector successful at enforcing codes and zoning requirements using local and CA state codes. He is committed to quality construction at all stages. Mark is versed in interpreting state and construction safety. He is focused on completing inspections. He is a quality-driven combination building inspector adamant about construction safety. He is focused on completing thorough inspections and developing effective remediation plans. His skills include reinforced structural concrete building and retaining wall construction inspection, seawall and ocean front residential and commercial construction inspection, combination building inspections in all phases, on-site wastewater treatment system installation, licensed inspections, safety awareness, complex wood framed construction building experience, and building load path evaluation and inspection.

SELECT PROJECT EXPERIENCE:

Building Inspector
Malibu City ESD Building Department
2020 - Present
Conducts inspections to ensure building construction is in compliance with the applicable municipal, state, and federal codes and ordinances. Reads and studies project specifications, plans, and drawings to become familiar with the project prior to inspection, confirming structural or architectural changes have been stamped as approved by the relevant authority. Documents inspections on construction projects to determine all aspects of the project such as foundations, building, electrical, plumbing, and mechanical systems conform to the applicable building codes, zoning ordinances, energy conservation, and disabled access requirements.

Combination Building Inspector
Malibu City ESD Building Department
1999 - 2020
Maintained up-to-date knowledge of inspection techniques, codes, and ordinances and regulations. Documented violations and issued documentation such as stop work orders to contractors or owners. Checked site permits and licenses of operating contractors. Evaluated whether work was in accordance with all applicable city, state, and federal guidelines as well as applicable discipline specific codes. Completed investigations into complaints, incidents, and accidents at work sites. Gave information about methods and materials to correct problems and bring construction in compliance with ordinances and codes. Conducted site pre-inspections and coordinated post-construction audits. Read and interpreted drawings and assessed construction against plans. Performed inspections of current construction, refurbishment and repair projects. Re-evaluated commercial and residential constructions with previous failed inspections. Conducted inspections of buildings, equipments, and grounds for deficiencies and evaluated for potential health, safety and code violations. Noted recurrent issues and worked with contractors to prevent re-occurence. Approached customers and engaged inc onversation through use of effective interpersonal and people skills. Modified existing software systems to enhance performance and add new features. Demonstrated leadership by making improvements to work processes and helping to train others. Motivated and encouraged team members to communicate more openly and constructively with each other.

Aleta Francis

Building Inspector

EDUCATION

AS Construction Technology
AS Architectural Design
AS Architectural Science
Computer Science Information Tech

LICENSES/CERTIFICATIONS

ICC Certified:
CALGreen Inspector/Plans Examiner
Commercial Building Inspector
Building Plans Examiner
Residential Building Inspector
Building Inspector
Residential Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
ICC Los Angeles Chapter ICC Ventura Chapter CALBO California Building Officials
APW American Public Works Association
ACI American Concrete Association
ACI So. Cal Chapter
NAWIC - National Association of Women in Construction
MSA Maintenance Superintendents Association

TOTAL YEARS OF EXPERIENCE

28+

Aleta has over 28 years in the Construction industry as an independent contractor/consultant. She is experienced in zoning, building and safety, fire, Environmental Health, Coastal Commission, etc. for many different jurisdictions. Reviews and interpret plans and specifications and address RFI's. Project management and coordination, residential plan creation and submission, permit expediting and coordination, material take-offs, collaborative problem solving. Aleta is well versed in many software applications such as Adobe, MS Project and AutoCAD to name a few.

SELECT PROJECT EXPERIENCE:

Building Plans Examiner
Bureau Veritas North America, Inc.
2023 - Present

As a plans examiner, she reviews non-engineering construction plans for residential, commercial, and industrial buildings and structures to ensure compliance with the applicable municipal, state, and federal codes and ordinances including the California Building Codes (mechanical, plumbing, electrical, energy, and green building). Provides assistance to jurisdictional staff and general public on requirements for applying for construction or alteration permits and the related fees. Works with architects, engineers, designers, builders, property owners, and stakeholders to obtain compliance, making recommendations for resolution.

As a building inspector, she conducts inspections to ensure building construction is in compliance with the applicable municipal, state, and federal codes and ordinances. Reads and studies project specifications, plans, and drawings to become familiar with the project prior to inspection, confirming structural or architectural changes have been stamped as approved by the relevant authority. Documents inspections on construction projects to determine all aspects of the project such as foundations, building, electrical, plumbing, and mechanical systems conform to the applicable building codes, zoning ordinances, energy conservation, and disabled access requirements.

Independent Contractor/Consultant
Private Sector
1995-2023

Project coordinating, expediting, and management, owner builder/developer, materials manager, purchasing director and production process research assistant steel space truss systems (Biosphere 2, Freemont Street, Universal CitiWalk radial canopy, etc). Design, develop and coordinate turnkey off-grid residential property. Design and install fresh-water well systems. Manage installation of new propane service. Manage construction and renewal/recertification of septic systems.

Private Road Management
Mildas Drive Road Association
2010 - 2023

Volunteer Founding Vice Chair
Mission Hills Neighborhood Council, Mission Hills, CA
2005 - 2008

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Emily Sherwood, P.E.

Plan Review Engineer / Permit Technician

EDUCATION

B.S., Civil Engineering,

University California, Irvine 1997

LICENSES/CERTIFICATIONS

Civil Engineer, CA

C63031

Cal OES

Safety Assessment Program Evaluator SAP ID Number 96281

ICC Certified:

Residential Plans Examiner

Permit Technician

Building Plans Examiner

Residential Building Inspector

Residential Mechanical Inspector

Residential Plumbing Inspector

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

28+

Emily has 28+ years experience in the building and construction industry holding positions such as Building Inspector, Civil Engineer and Permit Technician for various jurisdictions.

SELECT PROJECT EXPERIENCE:

Plan Review Engineer
Bureau Veritas North America, Inc.
2025 - Present

Provides plan checking services for commercial, industrial, residential buildings for compliance with requirements of California Building Codes and other ordinances.

Part-Time Building Inspector
City of San Clemente, Community Development Department, Building Division
May 2025 - October 2025

Provided assistance and support on an as needed basis. Inspects residential building construction to ensure work has been done per approved plans and building codes. Documents results of inspections.

Permit Technician
City of San Clemente, Community Development Department, Building Division
2024 - 2025

Provided support to the public in person, through email and on the phone, for processing and issuance of building permits. Reviews application completeness and accuracy. Routes and coordinates plan reviews. Calculates plan check fees, impact fees and permit fees.

Senior Engineering Technician
City of San Clemente, Public Works Department, Capital Improvement Project Section
2023 - 2024

Prepared GIS location maps, interactive web maps and map presentation stories using ArcPro. Uses Civil 3D to produce construction as-builts. Researches City documents for planning capital projects.

Senior Engineering Technician
San Clemente, Public Works Department, Land B.S., Civil Engineering, Development Section
2019 - 2023

Reviewed grading plans for code University California, Irvine 1997 compliance of drainage, mapping, water quality, utility connections, geotechnical requirements, and easements. Reviewed building architectural plans for property lines, easements, and utility connections. Assisted at the front counter, helping the public with encroachment permits, records requests and set up grading project permitting fees. Monitored plan check project budgets and invoice processing.

Associate Civil Engineer
County of Los Angeles Department of Public Works, Road Maintenance Division
2000 - 2004

As a unit supervisor, coordinated municipal services, drafted a results-based budget for road maintenance services to the unincorporated Florence-Firestone Area supervising five Civil Engineering Assistants doing general Road Maintenance duties. Heavy Equipment Coordinator and Property Custodian for the southeastern County Maintenance District.

Road Maintenance Division duties consisted of preparing slurry, resurfacing, and reconstruction contracts. Investigated legal claims, performed surveys for minor concrete repair work, coordinated with field personnel to identify planned work, reviewed project design concept reports, investigated complaints from the public and trained the field crews in new computer applications.

Ho-Jun Kong, P.E., CASp

Senior Plan Review Engineer

EDUCATION

Master's Degree, Civil and Environmental Engineering (Structural Engineering)
B.S. Architectural Engineering

LICENSES/CERTIFICATIONS

Certified Access Specialist (CASp-863)
Building Plans Examiner Certificate by International Code Council (#8255163) Registered Civil Professional Engineering License (P.E.) by California State (C79527)
Registered Fundamentals of Engineering License (E.I.T.) by California State (EIT130553)

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

22+

Ho has 22+ years of experience of engineering. He is self-motivated, flexible, creative, innovative, fast learner and team-player. He has a wealth of knowledge of architectural, fire/life/safety, accessibility, structural analysis and design codes. Ho plans, coordinates, reviews, supervise, and participate in the review of construction plans and structural calculations for various types of structures, residential, commercial and industrial building construction and alterations. He has a strong background in seismic analysis and design in civil/structural engineering. He also has experience in developing structural models for seismic analysis and design. His experience with design codes includes 2019 CBC, 2019 CRC, 2019 CALGreen, 2018 IBC, ASCE/SEI 7-16, ACI 318-14, MSJC 2013, NDS 2015, AISC 14th, AISC 341-16, and AISC 358-16. His engineering software includes ETABS, SAP2000, RISA-3D, RISA-2D, Ram Steel, and SAFE. Ho also knows how to utilize AutoCAD and Microsoft Word, Excel, and PowerPoint. He also knows how to use MATHCAD and MATLAB.

SELECT PROJECT EXPERIENCE:

Senior Plan Review Engineer
Bureau Veritas North America, Inc.
2019 - Present

Conducts plan review for various projects throughout Southern California. Reviews plans for compliance with structural and seismic provisions of the California Building Code. Projects include both residential and commercial structures.

Structural Engineering Associate
City of San Diego
2013 - Present

Reviewed building plans for compliance with building code regulations, ordinances and the Municipal Code for compliance with architectural, fire/life/safety, accessibility, and for structural design provisions. Reviewed the building plans of buildings and structures (e.g., apartment buildings, commercial buildings, single-family dwellings, duplexes, interior modifications of buildings, and minor structures) with basic to moderate degree of complexities. Provided technical information on the application of regulations to professional architects, engineers, contractors and to other non-professional applicants. Wrote various project specific technical and administrative reports and correspondence. Verified product approval, attend project meetings, and use computer-based project tracking systems to enter plan review comments and perform research.

Structural Project Engineer
Lee & Lee Structural Engineering Inc.
2007 - 2013

Types of projects included:

- Commercial & School
- Apartments & Condos
- Residential
- Infrastructure Project

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Salvador Gonzalez, C.B.O., CASp

Plan Reviewer/CASp

Salvador Gonzalez has 17+ years of experience within the industry. Salvador has received various certifications throughout his career which have served to demonstrate his knowledge and expertise. He has excelled in various projects within California and has worked in various sectors throughout the industry. Salvador Gonzalez is a well-rounded individual and a team player.

EDUCATION

Bachelor's Degree, Construction Engineering Technology

A.A., Building & Safety Code Administration

REGISTRATIONS/ CERTIFICATIONS

ICC Certified:

Accessibility Inspector

Plans Examiner

Certified Building Official

Residential Combination Inspector

California Building Plans Examiner

Building Inspector

Mechanical Inspector

Electrical Inspector

Plumbing Inspector

Combination Inspector

CALGreen:

Inspector

Plans Examiner

CA Certified Access Specialist (CASp), #796

PROFESSIONAL AFFILIATIONS

California Building Officials (CALBO)

International Code Council (ICC)

CALGreen

TOTAL YEARS OF EXPERIENCE

17+

SELECT PROJECT EXPERIENCE

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

Directs the operations for the Northern California region, managing the day to day operations of the office. On a daily basis works closely with clients to meet their needs and provide quality services efficiently. Responsibilities include building official duties, special project management, managing contracts of permits, plan check, and inspection services for the jurisdictions throughout Northern California. Experience includes projects with UC San Francisco, CSU Sacramento, Cal Poly Humboldt, CSU Monterey Bay, CSU San Jose, CSU San Marcos, CSU Sonoma, and CSU Stanislaus.

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

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

Senior Building Inspector
City of Ventura, CA
2012 - 2015

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

Building Inspector II
Amador County, CA
2006 - 2012

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

Kevin Ruybal, C.B.O., CASp

Plan Reviewer/CASp

Kevin has 27+ years in the building and safety field, including plan review, inspection, permit technician, building official and other code compliances. His experience includes checking for compliance with federal, state, and local codes, inspections, reviewing construction plans, and outlining deficiencies. Also also managed plan review workloads and CASp accessibility. Highly skilled and knowledgeable, Kevin is valued member to any professional team.

REGISTRATIONS/ CERTIFICATIONS

ICC Certified (0973556):

Building Official

Building Code Specialist

CASp Certified Access Specialist #357

ICBO/ICC Certified:

Plans Examiner

Combination Building Inspector

Accessibility/ Usability Specialist

Building Inspector

Mechanical Inspector

Building Inspector UBC

Electrical Inspector

Commercial Electrical

UMC Mechanical Inspector

I.A.P.M.O. Plumbing Inspector 097143

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

27+

SELECT PROJECT EXPERIENCE

Senior Plans Examiner
Bureau Veritas North America, Inc.
2021 - Present

Performs plan review on a variety of residential and commercial projects throughout Northern California in adherence with all required codes. Experience includes projects with UC San Francisco, CSU Sacramento, Cal Poly Humboldt, CSU Monterey Bay, CSU San Jose, CSU San Marcos, CSU Sonoma, and CSU Stanislaus.

Designated Campus Building Official
UC Davis Medical
2021-2021

Enforce code compliance for all campus or campus related projects. Issue building permits and work closely with the Campus Fire Marshal on the issuance of certificates of occupancy and code compliance. Perform life safety plan reviews for code compliance for Non-OSHPD projects and QA/QC for OSHPD projects. Plan reviews comprised of complex commercial projects. Read, interpret, and explain building plans, fire protection system plans, fire building codes, and technical reports. Fire Life Safety plan review, fire walls, fire egress systems and fire smoke damper mechanical ducting. Supervise three plan review engineers and one permit coordinator. Manage plan review workload and work with internal project managers regarding campus related projects. Currently working on the implementation and integration of building department software as well as electronic plan review. Provide code technical expertise to the Campus Architect and licensed professionals when needed. Provide CASp accessibility plan reviews and inspections as needed.

Chief Building Official
City of Rocklin
2015 - 2020

Managed Building Division overall operations, perform plan review and inspections for complex projects. Supervised 9 staff members. Reviewed construction plans for compliance with federal, state, and local fire and life safety codes and City ordinances; consults with architects and developers as required. Fire Life Safety plan review, fire walls, fire egress systems and fire smoke damper mechanical ducting. Experienced in principles and techniques used in the inspection of residential, commercial, and other facilities, or property for preventing and/or limiting fires in the installation and maintenance of fire alarm systems and fire protection systems. Researched, prepared, and issued fire and life safety notices, permits, and correction letters that outline compliance issues and deficiencies. Participated and supervised in the development and administration of the Building Division budget. Managed and supervised professional consultant

Jeremy Huynh

Permit Technician

EDUCATION

B.A., Politics

LICENSES/CERTIFICATIONS

ICC Certified:
Permit Technician
No. 10237724

TOTAL YEARS OF EXPERIENCE

8+

Jeremy has more than 8 years of business experience in sales, marketing and web design, as well as customer service, training, and handling daily operations. His technical experience includes web design, Microsoft Office (Word, Excel, PowerPoint and Outlook), and International Code Council codes and standards. Jeremy is adept at learning new skills and concepts and is an asset to any team.

SELECT PROJECT EXPERIENCE:

Permit Technician
Bureau Veritas
2022 - Present

Provides permit work at-the-counter for various jurisdictions. Obtained training from Senior staff on permit work and associated tasks in dealing with the public.

Freelance Full-Stack Web Developer
YKB Solutions, Sacramento, CA
2022

Created and designed interactive career consultancy full-stack web application for clients using a MERN stack. Assembled software engineering team to accelerate development timeline by 15% through adherence to Agile SDLC practices. Collaborated with other sectors of the business including UI/UX, Quality Assurance, and the Client in order to ensure the site appears modern and code is efficient.

Outbound Sales Development Representative, Mid-Market, East
Armis Security, Palo Alto, CA
2020 - 2022

Attained 80-110% of quota through collaboration with AE and Marketing Teams by creating outbound messaging that translated into demo meetings with prospects. Leveraged tools like Zoominfo, LI Sales Navigator, and Tech Target to prioritize outreach, and uncover client IoT security initiatives. Utilized MEDDPICC sales methodology to assist in new business retention for recently closed clients.

Sales Development Representative
Alation, Inc., Redwood City, CA
2020

Created tailored outreach sequences on Outreach.io to target the specific pain points of certain data personalities at global enterprise companies. Sourced sales leads through cold-calling, curated email campaigns, Linked In voice messaging, and Vidyard to initiate client engagement in a saturated market. Hit 113% attainment for QI of Alation's FY2021 during a global pandemic.

Sales Development Representative
BlueVine Capital, Redwood City, CA
2018 - 2019

Consistently overshot key performance indicators, such as daily call/email volume and monthly quota by an extra 30-40% per month. Closed high-risk credit line and term loan approvals, valuing $5,000 - $120,000 at interest rates of up to 24.5%. Sourced sales leads through cold-calling, curated email campaigns, Linked In voice messaging, and Vidyard to initiate client engagement in a saturated market. Hit 113% attainment for QI of Alation's FY2021 during a global pandemic.

Pamela Wilkerson-Caver

Permit Technician

EDUCATION

Riverside City College - General Education

LICENSES/CERTIFICATIONS

ICC Certified:
Permit Technician

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

38+

Pamela has over 38 years of experience within the industry. Pamela is ICC Certified and has worked multiple positions as a Permit Technician. Pamela is able to process plan submittals, issue permits, and answer any questions regarding the process. Her knowledge of the field is represented in her work. She is a detailed-oriented person, who works well with others.

SELECT PROJECT EXPERIENCE:

Public Technician
Bureau Veritas North America, Inc.
2022 - Present

Performs permit technician services for jurisdictions throughout Central and Southern California as needed. Select projects include:

County of Riverside

Performs onsite permit technician duties for the County of Riverside, including accepting permit applications and processing plans, assisting in checking building plans, issuing permits and providing information to the public. Keeps records and prepares correction notice and correspondence related to field inspections.

City of Ventura

Performs onsite permit technician duties for the City of Ventura, including accepting permit applications and processing plans, assisting in checking building plans, issuing permits and providing information to the public. Keeps records and prepares correction notice and correspondence related to field inspections.

Public Services Technician II
City of Rancho Cucamonga, Building and Safety Services Department
2007 - 2021

Assisted the public at the counter with issuing permits, processing plan submittals, provided permit process information and answered general questions. Performed simple plan reviews for block walls, swimming pools, patio covers, signs, etc. Processed permits in advance by keeping in contact with the applicant regarding pending approvals and required information; monitored the No Plan Check Required permit record types for completeness. Consolidated the EDR plans for corrections and approvals – analyzed the workflow status, and notified the applicant of any outstanding items.

Sr. Permit Technician
City of San Clemente, Building Department
2007

Routed plans to the appropriate plan check staff; issued building permits; was responsible for running reports; answered questions over the phone regarding plan check status. Answered questions regarding the plan check procedure and permit fees; supervised Permit Technicians.

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Lisa M. Beaver, P.E.

Director, Risk, Fire and Life Safety Services

EDUCATION

B.S. Applied Science and Technology–Fire Science

A.S. Building Inspection Technologies

LICENSES/CERTIFICATIONS

Code Enforcement Officer # CE1005541

California Registered Professional Engineer, Fire Protection Engineering #1771

Professional Grade Member Society of Professional Engineers (SFPE) #114734

Certificate in Fire Protection - University of California, Davis (2003)

Certificate in Building Inspection Technology

Certified Fire Protection Specialist, NFPA #1902 (Renewing)

Certified Engineer Technician Level III–N.I.C.E.T. #91772 (Expired)

ICC Certified (#5069766):

Certified Building Official

Certified Fire Marshal Building Plans Examiner

Building Plans Examiner

UBC ICC:

Certified Fire Plans Examiner I

Lisa Beaver is a leader and trainer in the fire service as well as the fire industry. With over 36 years of experience, she has held positions where the primary concern is for public and fire fighter safety. An instructor/trainer who has lead and delivered department training for firefighting operations including specialized fire brigades and fire/building inspectors. A well-rounded professional with experience in leading and managing teams of diverse professionals in both the public and private sector. Her range of responsibilities include emergency operations, HAZMAT, fire prevention, community risk reduction, fire investigation, fire protection engineering, vegetation management, risk management and loss control. With operational excellence and high level of attention to detail, Lisa has conducted hundreds of property inspections for heavy industrial, special use, and public use occupancies. Author of property loss inspection reports, all-hazard and risk assessments, fire and life safety building analyses, vulnerability and wildland fire risk hazard assessments. Leveraging her thorough understanding of operational risks and situational awareness, prescribe resourcing needs and strategic metrics to successfully develop a response strategy that acknowledges and supports the development of fire and risk mitigation planning, emergency action plans, emergency operation plans, and emergency response procedures and guidelines. Lisa has also gained manufacturing and semi-conductor facility experience. As a community leader and educator, Lisa provided proactive community outreach by delivering and producing presentations and materials to communities, community leaders, and stakeholders in building standards and emergency planning. An expert in the interpretation and application of laws, codes, and standards. Confident in her ability to make difficult decisions with a strong affinity for problem solving, leads in the development and execution of difficult and highly technical projects. A reputation of being consistent in the interpretation of regulations and a person who expertly understands intent and alignment with public and fire fighter safety. In-depth experience in identifying critical needs, deficiencies, and potential opportunities for operational improvements.

SELECT PROJECT EXPERIENCE:

Director, Fire and Life Safety Services
Bureau Veritas North America, Inc.
2021–Present

As the Director of Fire and Life Safety, Lisa manages the Fire Plan Review and Inspection Team members and existing accounts. Works to secure new Fire and Life Safety contacts while expanding services into new markets and creating new service lines.

Fire Plans Examiner and Inspector
Bureau Veritas North America, Inc.
2019–Present

Provides fire plan review and inspection services for jurisdictions throughout Nevada and California.

Independent Evaluator Wildfire Mitigation Projects
Bureau Veritas North America, Inc.
2021 - Present

Since May of 2021, Bureau Veritas has been tasked with performing an Independent Evaluation to verify that the electrical corporations were following their 2021, 2022, and 2023 Wildfire Mitigation Plan (WPM). As the Independent Evaluator (IE), Bureau Veritas reviewed and verified compliance for all WMP activities that had specific quantifiable or qualitative performance goals/targets set forth in the IOU's WMP.

- Pacific Gas & Electric
- NextEra Transmission, LLC
  - Trans Bay Cable, LLC
  - Horzion West
- San Diego Gas & Electric 2022 WMP IE
- Liberty Utilities 2022 WMP IE

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Lisa M. Beaver, P.E.,

Director, Risk, Fire and Life Safety Services

Certified Fire Plans Examiner II

Certified Nevada State Fire Marshal Instructor I

Certified Emergency First Responder Instructor Primary and Secondary Care and AED

Certificate Fire Prevention 2C, Special Hazard Occupancies, CSFM Accredited Course C090197

Certificate Fire Prevention 2B, CSFM Accredited Course C052640

Certificate of Completion Classification of Hazardous Materials, Fire Chiefs Association

Certificate Fire Investigation 2A, CSFM Accredited Course

Certificate Fire Investigation 1B, CSFM Accredited Course C30129

Certificate Fire Investigation 1A, CSFM Accredited Course 08-1925

Certificate Wildland Fire Investigation FI210

Certificate Fire Prevention 1A, CSFM Accredited Course

Certified Hazardous Material Industrial Technician

Certified Hazardous Material Specialist

Certified Incident Commander, FRO, FRA, ICS

PROFESSIONAL AFFILIATIONS

Regional Fire Pump Committee (2000)

Regional Fire Sprinkler Committee (2004-2006)

Regional Fire Code Adoption

Deputy Fire Chief and Fire Marshal, Prevention
Truckee Meadows Fire Protection District
2018–2019

Responsible for the development, command, administration, and coordination of the District's fire prevention division, including fire investigation, fuels management, public information and education, emergency management, and training; Conduct wildland, structural, and vehicle fire investigations; Responsible for processes associated with regulatory compliance that includes a system of plan review, inspection, and permitting; Perform construction plan review, fire investigation, and building inspections; Collaborate with local communities to develop improvements to evacuation planning and emergency preparedness; Interim Fire Chief during Fire Chief absence; Consistently demonstrated effective communication skill as an ambassador for the District with diverse audiences.

Director and Chief, Facility Engineering and Fire Protection
Aerojet Rocketdyne
2012–2018

Director, Fire Chief, Fire Marshal, and Building Official of a department comprised of 31 personnel responsible for First Responder all hazard agency and hazmat team for a high hazard 12,000-acre facility; Responsible for the company's first regulatory compliance program that includes a system of plan review, inspection, and permitting; Review multi-discipline engineering designs for building construction, program modifications and project changes ensuring compliance with laws, codes and sound industrial practices; Analyze processes and plans for the effective review, comment, permitting, and inspection of all occupancy classifications, with a focus on group H occupancies primarily those specific to technology-focused custom manufacturing of active pharmaceuticals including commercial-scale production utilizing hazardous/energetic chemistries, chromatographic separations using simulated moving bed (SMB) technology, continuous processing, and specialized chemical capabilities; Conduct multi-agency drills that test operational strategies and lead reviews; Investigate fires, hazardous materials spills and releases, and other incidents; Analyze and approve the storage and use of chemicals and explosives as it relates to the Department of Defense development processes and familiarity with applicable aerospace and military standards, Code of Federal Regulations and OSHA; Excellent written and verbal communication skills, ability to research, analyze, and write detailed technically complex policies, procedures, training material, and guidelines; Develop and manage a multi-department budget of approximately $55 Million.

Senior Fire Protection and Loss Control Engineer/Fire Marshal
Sacramento Municipal Utility District
2005–2012

Subject matter expert in the interpretation, application and enforcement of the California State Laws and Building Standards, National Fire Protection Association standards, International Codes, National Electrical, and Safety Code and the Occupational Safety and Health Administration Standards; Reviewed documentation for construction of power generation and distribution facilities, communication, and building technology operations and support infrastructures; Conduct analyses to identify vulnerabilities to the Districts infrastructure, employees, and customers; District's representative when interacting with surrounding jurisdictions and governmental agencies; Instructed and provided field training to District employees and surrounding governmental agencies focused on operational strategies and tactics for emergency response.

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Lisa M. Beaver, P.E.

Director, Risk, Fire and Life Safety Services

Committee (1997-2012)

High Rise Standard Development Committee (2000-2004)

California State Fire Marshal's Photovoltaic Sub-Committee and Work Group (2008-2010)

NORCAL Fire Code Committee (2012-2015)

UL Standards Technical Panel for Flammable Liquid Storage Cabinets, STP 1275 (2013-Present)

Northern Nevada Fire Marshals Code Adoption Group 2018

I-3 Code Committee 2019–Present

TOTAL YEARS OF EXPERIENCE

36+

Supervisor Fire Plan Review/Assistant to Fire Marshal
City of Sacramento Fire and Building Department
1999–2007

Assist the Fire Marshal with research, review, and approval of performance-based designs which ultimately resulted in the approval of Alternate Materials and Methods. Evaluate compliance with performance and testing guidelines and standards such as UL, FM, ASTM, ASME, and NFPA; Develop streamline regulatory compliance programs; Supervising Fire Protection Engineer and code professional for project planning and development stages; Reviewer of department policies and standards which were specific to the agencies emergency response equipment and Standard Operational Guidelines; Evaluated existing process of plan review and inspection, collected and evaluated data to implement process change, trained personnel on proposed changes and implemented new program; Reviewed fee structure for fire permits and assisted in the development of a new fee structure, ensuring recovery of department costs; Official representative of the Fire Marshal on all code adoption and development committees; Review and evaluate proposed buildings and sites for compliance with all state, municipal codes and standards; Provided training to fire prevention and plan check staff that focused on the application and communication of codes and ordinances; Ensured consistency of plan review and inspections by encouraging open communication, education, and by an environment of collaboration.

Moe Heivand, P.E.

Plan Review Engineer

EDUCATION

B.S. Civil Engineering

LICENSES/CERTIFICATIONS

Registered Professional Engineer:
CA, # 38227
GA, #PE041147

ICC Certified:
Building Plans Examiner

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

45+

Mohammad has 45 years of experience as an engineer, with nearly 30 years as a plan review engineer. He consistently provides a high level of customer service, often going above and beyond what is expected. Has extensive experience with OSHPD 3 clinics in the City of San Diego.

SELECT PROJECT EXPERIENCE:

Regional Manager / Plan Review Engineer
Bureau Veritas North America, Inc.
2014 - Present

Ensures satisfactory reviews plans for jurisdictions throughout California and Nevada. Manages plan reviews for numerous universities in the UC and CSU systems. Reviews commercial and residential projects of all sizes and complexities. Specific university plan review projects include:

- **UCSD** - La Jolla Innovation Center. Type IA Construction. B occupancy. 9 Stories High-Rise.
- **UCSF** – Bakar Research and Academic Building. Type IA Construction. B/A3/L/H3/H3 occupancies. 10 Stories High-Rise.
- **CSU San Diego** – Life Science Building. Type IB Construction. B/A3/S1/S2/H3 Occupancies. 5 Stories.
- **CSU San Diego** – Evolve Student Housing IA Flex Building. Type 1B Construction. R2 Occupancy. 9 Stories High-Rise.
- **CSU San Diego** – Evolve Student Housing IB University Towers East. Type 1B construction. R2 Occupancy. 9 Stories High-Rise.
- **CSU San Diego** – Evolve Amenity Building. Type II B Construction. A2 Occupancy. 2 Stories.

Provisional Associate Structural Engineer
Development Services Department
City of San Diego
2012 - 2014

Associate Structural Engineer
Development Services Department
City of San Diego
1985 - 2012

Reviewed proposed commercial and residential building designs to ensure compliance with legal requirements pertaining to structural strength, sound insulation, fire resistance, life safety, green code and disable access. This included tenant improvements for large-scale commercial buildings to ensure compliance with applicable codes. Reviewed all OSHPD 3 projects for various projects throughout the City in accordance with the California Building Code Section 1226 requirements for OSHPD 3 clinics.

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Ali Soheili, P.E.

Plan Review Engineer

EDUCATION

B.S., Mechanical Engineering

LICENSES/CERTIFICATIONS

Registered Mechanical Engineer:
AZ, #28207
CA, #29229
HI, PE-20691-0
OR, #92113PE
IAMPO Mechanical #MPE302030
IAMPO Plumbing #PPE863426

PROFESSIONAL AFFILIATIONS

American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)
American Society of Plumbing Engineers (ASPE)

TOTAL YEARS OF EXPERIENCE

35+

Ali brings over 35 years of invaluable experience to the A/E/C industry, specializing in the meticulous review of mechanical and plumbing documents across diverse projects spanning residential, commercial, and industrial domains. His wealth of expertise extends to a profound understanding of the California Building Code, coupled with a nuanced familiarity with local regulations and ordinances in Southern California. Holding registrations as a Mechanical Engineer in multiple states, Ali's commitment to excellence and comprehensive knowledge positions him as a trusted professional in the field.

SELECT PROJECT EXPERIENCE:

Plan Review Engineer
Bureau Veritas North America, Inc.
2020 - Present

Responsible for performing a full range of technical plans examining work, including analyzing, checking, and approving various engineering documents/calculations and specifications of buildings. Currently providing engineering plan review services for the following clients:

- City of Corona
- San Diego State University
- California State University, Fullerton
- City of San Marcos
- City of Rancho Cucamonga
- City of Santa Barbara
- City of Huntington Beach
- City of Agoura Hills
- California State University, Bakersfield

Plan Review Engineer
Jefferson Stadium Park

Plan review for 371 new luxury apartment homes, with amenities that include a resort-style pool, a gaming room, a rooftop lounge with a spa and outdoor cooking, and a fitness center, as well as 14,600 square feet of commercial space.

Plan Review Engineer
Alexan CtrCity Apartment Complex

Plan review for a new 220-unit apartment complex with 13,000 square feet of dining and shopping space at the north end of downtown. The project included a 506-parking structure, pool, spa, barbecues and fitness center.

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Cristian Son, P.E.

Plan Review Engineer

EDUCATION

M.S. Electrical Engineer

Minor in Electro - Mechanical Applications

LICENSES/CERTIFICATIONS

Registered Professional Engineer:

CO, #46648

NM, #21188

UT, #7994591-2202

Registered Electrical Engineer:

CA, #16910

AZ, #51091

HI, #14016 (TPR-052 Certified)

ID, #15242

NV, #21663

TX, #111129

WA, #49902

PROFESSIONAL AFFILIATIONS

Institute of Electrical and Electronics Engineers (IEEE)

National Council of Examiners for Engineering and Surveying (NCEES)

National Fire Protection Association (NFPA)

International Association of Electrical Inspectors (IAEI)

TOTAL YEARS OF EXPERIENCE

25+

Cristian has over 25 years of experience as an electrical engineer performing highly advanced plan review of single and multi-story structures and commercial, industrial facilities, power plants energy storage facilities and has worked on property condition assessments. His electrical expertise includes design, low and medium voltage, power, lighting, one line diagrams, load calculations, fire alarms, electrical rooms, and electrical specifications using AutoCAD. He performs plan and peer reviews for power plants includes solar, wind and gas. His experience in plan and peer review for commercial and industrial facilities include retail buildings, schools, hospitals, fast food restaurants, hotels, laboratories, storage buildings, temples, tenants improvements, oxidizers, wireless towers, oil refineries, data centers, and casinos for various agencies, organizations and local jurisdictions. Cristian analyzes complex electrical systems for cod and ordinance compliance using international, federal, and state regulations, codes, and standards, such as CEC, NEC, CBC, NFPA, NESC, ICC, IEC, BS, GO, and IEEE for his reviews.

SELECT PROJECT EXPERIENCE:

Electrical Plan Review Engineer

Bureau Veritas North America, Inc.

2008 - Present

Licensed professional Electrical Engineer in the states of CA, HI, CO, NM, UT, AZ, ID, NV, TX and WA. Provides plan review for designed and developed residential, commercial, and industrial electrical systems including electrical distribution, lighting and controls, fire alarms, security systems, and communication systems. Checks complex building plans for conformance to applicable electrical regulations and calculates electrical adequacy. Prepares plans, estimates, and specifications. Proficient in CAD and AutoCAD. Interfaces with various stakeholders on a regular basis to resolve issues. Maintains cost and scheduling controls and creates and monitors project timelines. Maintains regular communication with the client to ensure needs are established and met. Select projects listed below:

Independent Evaluator Wildfire Mitigation Projects
Bureau Veritas North America, Inc.
2023 - Present

Since May of 2021, Bureau Veritas has been tasked with performing an Independent Evaluation to verify that the electrical corporations were following their 2021, 2022, and 2023 Wildfire Mitigation Plan (WPM). As the Independent Evaluator (IE), Bureau Veritas reviewed and verified compliance for all WMP activities that had specific quantifiable or qualitative performance goals/targets set forth in the IOU's WMP.

- Pacific Gas & Electric
- NextEra Transmission, LLC
  - Trans Bay Cable, LLC
  - Horzion West
- San Diego Gas & Electric 2022 WMP IE
- Liberty Utilities 2022 WMP IE

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Kirk Zimmerman

Building Inspector

Kirk brings 17+ years of experience in the construction industry in a variety of capacities and is an ICC certified commerical building and residential building inspector. He has broad project and managerial experience and is adept at communication and problem solving.

EDUCATION

A.S., Power Plant Operations

REGISTRATIONS/ CERTIFICATIONS

ICC Certified:
Residential Building Inspector
Commercial Building Inspector
OSHA 30 Construction Certified
HVAC/EPA Certification

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)
State of California Office of Emergency Services (OES) Safety Assessment Program
International Conference of Building Officials (ICBO)

TOTAL YEARS OF EXPERIENCE

17+

SELECT PROJECT EXPERIENCE

Building Inspector
Bureau Veritas North America, Inc.
2023 - Present

Conducts inspections to ensure building construction is in compliance with the applicable municipal, state, and federal codes and ordinances. Reads and studies project specifications, plans, and drawings to become familiar with the project prior to inspection, confirming structural or architectural changes have been stamped as approved by the relevant authority. Documents inspections on construction projects to determine all aspects of the project such as foundations, building, electrical, plumbing, and mechanical systems conform to the applicable building codes, zoning ordinances, energy conservation, and disabled access requirements.

QA/QC Inspector
Private Sector
2021 - 2022

- Technical audits of small business customers
- Verified salesperson's assessment of lighting and refrigeration measures.
- Performed replacement installations of lighting and refrigeration fan motors
- Trained subcontractors on motor installations
- Performed post-installation inspections with SCE representatives

Maintenance Manager
Tarzana Treatment Centers
2020

Assistant Operations Manager
Good Eggs, Inc.
2018 - 2020

Maintenance Manager
Lakeshore Pearl Apartments
2015 - 2018

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Michael Skelly

Supervising Project Manager

EDUCATION

B.A., History
Teaching Credential

TOTAL YEARS OF EXPERIENCE

9+

Michael has 9+ years of work experience, including management, design, critical thinking, communication, problem solving, time management, organization, and adaptabilitity. Michael is able to see a project through from start to finish, lead internal and project team meetings, maintain records, and design lesson plans. His technological skills include Microsoft Suite, Google Workplace, SketchUp, Aequitas Solutions, Bluebeam Revu, and ProContractor.

SELECT PROJECT EXPERIENCE:

Project Manager
Bureau Veritas North America, Inc.
2025-Current

Organizes and deploys inspectors across North America to conduct compliance inspections. Creates various Standard Operating Procedures for programs relating to Risk, Fire, and Life Safety. Successfully led and completed the Independent Evaluator Annual Report on Compliance Audit for Electrical Utilities, ensuring compliance with Wildfire Mitigation Plan requirements through assessment and oversight. Manages internal team and subcontractors on the Design-Build of Fire Systems including suppression, alarm, and egress. Leads constructive internal team meetings and project team meetings to gather feedback and ensure project remains on schedule. Prepares detailed cost estimates for projects to support the budgeting and bidding process

Associate Project Manager
Private Sector
2023-2025

Developed and maintained comprehensive master schedules and detailed 4-week schedules to ensure timely project completion. Coordinated correspondence between owners, architects, and subcontractors to facilitate smooth project communication and decision-making. Conducted project material take-offs and prepares detailed cost estimates based up take-off to support budgeting and bidding processes. Created and manages paperwork for Request for Information (RFI), Change Order Requests (COR), project. Submittal information, Contingency, and logs associated with each. Designed and actively updated Construction Management/ General Contractor (CM/GC) brochures to effectively respond to Request for Proposals (RFP) submissions. Maintained project records to ensure compliance with safety standards and regulations. Developed and managed a dynamic, living website to organize and showcase all past, current, and bid-ready projects.

Carpenter Apprentice
Nalan
2022 - 2023

Obtained knowledge on the use and safety of tools such as a circular saw, table saw, miter saw, impact driver, pneumatic nailers, and general carpentry tools. Assisted lead carpenter with, but not limited to, construction and remodeling projects such as ADUs, decks, fencing, rot repair, and bathroom/kitchen remodels. Helped select and order the correct material for construction based upon a material estimate. Performed tasks such as, but not limited to, framing, roofing, drywall, flooring, tiling, trim work, and concrete. Analyzed and created blueprints for construction that are to scale and code compliant. Ensured finished structures are safe and code compliant.

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Andrew Reiwitch

Fire Plans Examiner/Inspector

EDUCATION

Completed Coursework, Fire Technology

LICENSES/CERTIFICATIONS

Fire Prevention 1A–3A, 1B, 1C, PC 832, DSA Fire Plans Examiner Certification

Sacramento Metropolitan Fire District Fire Inspector Academy Graduate–Fire Inspector II

Passed ICC Fire Inspection II Exam

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

National Fire Protection Association (NFPA)

TOTAL YEARS OF EXPERIENCE

30+

Andrew has over 30 years of experience in the fire & life safety Industry. He is a fire plans examiner and inspector and is experienced in commercial, residential, governmental, and health care facilities. His knowledge and understanding of the code enables him to successfully teach Fire Courses in the Northern California region. He is able to effectively communicate with architects, designers, contractors, and owners to work through issues that arise during the course of a project. Andrew is a team player and works cooperatively to remedy deficiencies.

SELECT PROJECT EXPERIENCE:

Fire Inspector / Plans Examiner
Bureau Veritas North America, Inc.
2015–Present

Provides fire plan review and consulting for various jurisdictions in Northern California and throughout the State. Reviews plans for the California State Fire Marshal, California State University System, City of Roseville, Yolo County and other jurisdictions and agencies. Projects include CSU Northridge Parking Structure, New BSCC James A. Musick Jail Facility, Cache Creek Casino New Highrise Hotel, DSA Emma Duncan Polytechnic High School and many others.

Fire Inspector / Plans Examiner
Private Consulting (various locations)
2013–2015

Provided fire plan review and inspection services for multiple jurisdictions such as Sacramento Metropolitan Fire District, Roseville Fire, Yuba Fire, Lincoln Fire, etc. Performed preliminary site and building fire plan review, architectural, civil, and specialty fire protection and fire & life safety review. Provided design consultation of all aspects of fire & life safety construction techniques, systems and methods including field inspection for code compliance. Utilized CFC, CBC, NFPA, and CCR Title 19 and 24. Provided plan review and inspection for new and existing commercial businesses, government buildings, health care facilities, privatized military bases and residential dwellings. Responsibilities included project research, detailed plan review and consultation specializing in fire protection and fire & life safety construction, fire inspection, code analysis, record keeping, detailed report writing, computer database management and detailed correspondence with the fire districts, engineers, architects, contractors, and homeowners.

Adjunct Professor
Fire Service Code Enforcement Training
2013–Present

Teaches fire service code enforcement training at the Northern California Regional Training Academy.

Subject Matter Expert
CPS HR Consulting
2013–Present

Designs tests for fire related licensure and certification across the United States.

Michael Long

Fire Plans Examiner

EDUCATION

M.A. Public Administration

B.A. Organizational Leadership

LICENSES/CERTIFICATIONS

ICC Certified:

Fire Inspector I

Fire Inspector II

Fire Plans Examiner

Certified Public Manager

Certified Fire Protection Specialist

PROFESSIONAL AFFILIATIONS

Registered Tribal Member of the Echota Cherokee Tribe of Alabama

International Fire Marshals Association (IFMA)

Arizona Fire Marshals Association (AFMA)

Project Management Institute (PMI)

National Native American Fire Chiefs Association / International Fire Chiefs Association

National Fire Protection Association (NFPA)

International Code Council (ICC)

Member of several City of Avondale Boards of Commission

Member of The National Society of Leadership and Success

TOTAL YEARS OF EXPERIENCE

24+

Michael has over 24 years of experience in the fire & life safety industry, as a fire prevention specialist. He is a passionate public servant with a leadership management background; he understands the culture of public and private organizations. He is an effective communicator and has strong professional presence. Michael works as a conservative fiscal public officer who values transparency in government. He is an energetic leader with a strong work ethic of responsibility, accountability, empowerment, and a focus on quality and has a reputation for building solid, highly motivated teams.

SELECT PROJECT EXPERIENCE:

Fire Plans Examiner

Bureau Veritas North America, Inc.

2019 - Present

Responsible for the life safety review of residential and commercial building plans, fire protection system plans, and site plans. Analyzes building plans for exits, emergency lighting, occupant load, occupancy classification, fire suppression systems, and other life safety requirements to ensure compliance with the applicable municipal, state, and federal fire codes and ordinances.

University Fire Marshal

Arizona State University, Tempe

2014 - 2019

Managed and direct the operational, training, and administrative activities of 12 full-time and 40 part-time personnel. Prepared, submitted and managed annual operating and capital budgets of over $2 million. Developed an efficient streamlined plan review process, reducing overall plan review time from over two weeks to an average of 3 days. Increased plan review revenues 60% by developing an operating procedure for plan reviews with an updated fee schedule. Partnered with a various agencies to bring nationally accredited fire training to the division personnel. Implemented a new electronic data record keeping system to increase efficiency and accuracy . Management of all construction related designs, plan reviews, site and system inspections for building and fire code compliance. Conducted over 800 construction and special system plan reviews in last 3 years.

Fire Chief / Assistant Fire Chief

Ak-Chin Indian Community, Maricopa

2008 - 2013

Managed and directed the operational, training, and administrative activities of 41 full-time and 35 part-time personnel. Provided Fire Service to an area covering approximately 40 square miles. Developed a new fire training program and partnered with Texas A&M College for accredited certifications for the personnel. Increased EMS and Ambulance transport revenue 25% by implementing a quality control program over documentation and billing procedures. Prepared, submitted and managed annual operating and capital budgets of over $6 million. Responsible for preparing, submitting, awarding and managing over $3.5 million dollars in grant funding during fiscal year 2012-2013. Designed, managed and directed the construction of new stations and apparatus acquisitions.

Dennis Moss

Fire Protection Specialist and Fire Marshal

EDUCATION

National Fire Academy

B.A. French

LICENSES/CERTIFICATIONS

ICC Certified (#820245):

Fire Inspector I
Fire Inspector II
Fire Plans Examiner

CA State Fire Marshal:

Fire Prevention Specialist I

Fire Prevention Specialist II

Fire Arson Investigation

Code Management

Fire Prevention Officer

Chemistry of Hazardous Materials

Plan Review for Inspectors

PROFESSIONAL AFFILIATIONS

International Code Council (ICC)

National Fire Protection Association (NFPA)

Western Region Fire Code Committee for all Western States

International Fire Marshal's Association

Commissioner – Utah Building Codes Commission

TOTAL YEARS OF EXPERIENCE

34+

Dennis has over 34 years of experience in fire inspection and plan review of residential, higher education, industrial, commercial buildings and power plants. He is instrumental in working with local fire agencies to ascertain and apply their unique requirements. He is very creative when developing temporary fire suppression systems for power plants, yet fully compliant with applicable laws, ordinances, regulations, and standards (LORS). Dennis has served as Fire Inspector and Fire Marshal in a supervisory role. He is a widely sought after expert in the field of back-flow protection of underground water supplies on sprinkler systems. He has reviewed plans for and inspected a wide variety of occupancies, including power plants, churches, hospitals, schools, universities, theaters, large retail shopping center, stadiums, high-rises and government buildings to ensure compliance with the Uniform and International Fire and Building Codes as well as National Fire Protection Association Codes. As a member of the crisis management and safety team, he has also developed life safety solutions for potential crisis scenarios. Dennis is also fluent in English and French. Dennis' most recent project experience include fire plan review for the City of Santa Rosa, fire life safety plan review for the California State Fire Marshal, and currently performing fire plan reviews for the California State University System and the University of Utah. He has performed over 50 plan reviews for the California State University system.

SELECT PROJECT EXPERIENCE:

Fire Marshal, Plans Examiner & Inspector
Bureau Veritas North America, Inc.
2003–Present

Provides fire plan review, inspection and fire marshal services for jurisdictions throughout Nevada and California. Responsible for the life safety review of residential and commercial building plans, fire protection system plans, and site plans. Analyzes building plans for exits, emergency lighting, occupant load, occupancy classification, fire suppression systems, and other life safety requirements to ensure compliance with the applicable municipal, state, and federal fire codes and ordinances.

University of Utah
Salt Lake City, UT

Serves as Fire Plans Examiner who currently performs fire plan reviews for the University of Utah.

Huntsman Cancer Hospital
Salt Lake City, UT

Served as Fire Marshal, providing plan review and inspections for the Huntsman Cancer Hospital. The Hospital reviewed using the International Building and Fire Codes as well as NFPA 101. This is a six story hospital built into the side of a hill and required special attention to exiting because of the grade. Fire systems included sprinklers, fire pumps, standpipes, fire alarm, atrium smoke evacuation, building smoke control, and a fire command center.

Chemistry Building at Brigham Young University
City of Provo, UT

Served as Fire Marshal who provided review and inspection services for Brigham Young University's five story chemistry laboratory.

Nehemiah O'Neal

Fire Inspector

EDUCATION

California State University Long Beach:

M.S Emergency Services Administration-December 2017

California State University Los Angeles:

B.S Fire Protection Administration-August 2014

Solano Community College, Fairfield, CA:

A.S. Fire Technology, June 2012

A.A. UnivStudies, Lib Studies, Dec 2011

A.A. UnivStudies, Social Science, May 2012

LICENSES/CERTIFICATIONS

CSFM: Certified Firefighter I

CSFM: Certified Firefighter II

CSFM: Certified Fire Inspector I

CSFM: Certified Fire Inspector II

CSFM: Certified Plans Examiner

CSFM: Instructor I

CSFM: Instructor II

CSFM: Registered Instructor

CSFM: Master Instructor-In progress

CSFM: Certified Fire Investigator

CSFM: Certified Chief Fire Officer

CSFM: Certified Fire Marshal

CSTI: Certified Hazardous Materials Technician

CSTI: Hazardous Materials Outreach Instructor

Proximate Audience Pyrotechnics Indoor

Outdoor Aerial Public Display Pyrotechnics

ICC: Certified Fire Inspector I, II, and Fire Plans Examiner

Nehemiah is an experienced fire safety professional with over a decade of progressive experience in fire inspection, prevention, and code enforcement across multiple California jurisdictions. Currently serving as a Fire Inspector, he examines residential and commercial buildings for fire hazards, ensures compliance with municipal, state, and federal fire codes, and tests fire protection systems. Prior to this role, he held the position of Fire Prevention Captain at the Milpitas Fire Department, where responsibilities included enforcing fire and life safety codes, managing inspections and testing of fire protection systems, and overseeing fire prevention training initiatives.

Nehemiah's career trajectory demonstrates expertise in fire code enforcement and inspection at both operational and supervisory levels. Previous roles include Fire Inspector I/Investigator positions with San Mateo Consolidated Fire Department and Sacramento Metropolitan Fire District, a Fire Marshal position with the City of Crockett Fire Department where he directed the Fire Prevention division and managed inspector teams, and specialized contract and investigative work with multiple Northern California fire departments. Nehemiah's background also includes hands-on firefighting experience and foundational work in hydrant maintenance, providing comprehensive knowledge of fire safety systems and emergency response protocols.

SELECT PROJECT EXPERIENCE:

Fire Inspector
Bureau Veritas North America, Inc.
2026 - Present

Examines residential and commercial buildings to detect fire hazards and ensure compliance with the applicable municipal, state, and federal fire codes and ordinances. Additionally, inspects building plans and confers with developers and planners to confirm said plans meet the required fire codes. While performing an inspection will test fire alarms, sprinklers, and other fire protection and extinguishing equipment.

Milpitas Fire Department
Fire Prevention Captain
Oct 2022 - 2026

Duties performed: Assists with the enforcement of laws, codes and ordinances relating to fire and life safety; prepare written correspondence and reports of activities; assists with record processes of incidents, inspections, and other reports as necessary; and assists in inspecting and directing tests of fire protection and detection systems for proper installation, operation, and maintenance. May be assigned specific projects/assignments for training relating to fire prevention, and other related duties as assigned by supervisor.

San Mateo Consolidated Fire Department
Fire Inspector I/Investigator
Jan 2019 - Oct 2022

Duties performed: Assists with the enforcement of laws, codes and ordinances relating to fire and life safety; prepare written correspondence and reports of activities; assists with record processes of incidents, inspections, and other reports as necessary; and assists in inspecting and directing tests of fire protection and detection systems for proper installation, operation, and maintenance. May be assigned specific projects/assignments for training relating to fire prevention, and other related duties as assigned by supervisor.

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Nehemiah O'Neal

Fire Inspector

PROFESSIONAL AFFILIATIONS

2014-Present Member of California Conference of Arson Investigators

2014-Present Member of International Associations of Arson Investigation

2014-Present Member of California Fire Chiefs Associations

2016-Present Member of National Fire Protection Association

2016-Present Member of International Code Council

2016-Present Member of International Association of Fire Fighters

2016-Present Member of International Facility Management Association

2017- Present Western Regional Work Group Committee Member of ICC

2018-Present Fire Inspection and Code Enforcement, Ninth Edition

IFSTA Committee Member

International Code Council (ICC)

TOTAL YEARS OF EXPERIENCE

13+

City of Crockett Fire Department
Fire Marshal
Feb 2017 - Jan 2019

Duties performed: Responsibilities include planning, organizing and directing the work of the Fire Prevention division; assigning and evaluating work of the fire inspectors; advising / assisting on more complex or sensitive inspections; representing the fire department in meetings with property owners, contractors, the public, other city departments and special interest groups; and performing plan review and field inspection on building construction projects and specialized fire suppression systems

Fire Inspector I
Sacramento Metropolitan Fire District
Jun 2016 - Jan 2019

Duties performed: Assisted with the enforcement of laws, codes and ordinances relating to fire and life safety; prepared written correspondence and reports of activities; assisted with record processes of incidents, inspections, and other reports as necessary; and assisted in inspecting and directing tests of fire protection and detection systems for proper installation, operation, and maintenance. Assigned specific projects/assignments for training relating to fire prevention, and other related duties as determined by supervisor.

City of Crockett Fire Department
Firefighter
Jul 2014 - Feb 2017

Duties performed: Under supervision, responded to fire alarms and other emergency calls to protect life and property; participated in fire prevention, station maintenance and training activities; and related work as required.

Fire Inspector
City of Oakland Fire Department
Sep 2015 - Jun 2016

Duties performed: Planned and conducted field inspections of existing structures; construction and remodel sites to ensure compliance with applicable Federal; State and Local fire codes; conducted basic fire code enforcement; resolved compliance problems with owners and contractors; responded to complaints regarding fire code violations and fire hazards; discussed violations with owners and contractors and issued warnings and citations for fire code violations; conducted follow-up inspections to ensure violations were corrected; initiated and monitored prosecution activities in cases of noncompliance or negligence; prepared reports; standard forms and letters regarding fire inspection or prevention as required; participated in the inspection of hydrants; sprinkler systems; and other fire extinguishing and protection tool/systems; maintained data and records regarding fire inspection or prevention activities; and assisted in training new employees. Performed data entry and used computer, electronic equipment, and other electronic mobile devices.

Matthew Addington, P.E., PLS, QSP/P

Civil Plan Review Engineer

EDUCATION
B.S., Civil Engineering

LICENSES/CERTIFICATIONS
Registered Professional Engineer: CA, #C43770
California Professional Land Surveyor
California WQCB QSD/QSP
California WQCB QSD/QSP
ICC Certified: Building Official

TOTAL YEARS OF EXPERIENCE
21+

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

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

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

SELECT PROJECT EXPERIENCE:

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

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

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

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

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Benjamin Dela Cruz, P.E., QSD

Civil Plan Review Engineer

EDUCATION
B.S., Civil Engineering

LICENSES/CERTIFICATIONS
CA Registered Professional civil Engineer No. C58892

TOTAL YEARS OF EXPERIENCE
30+

Benjamin has over 30 years of experience in civil engineering design and project management. Hi project management experience includes overseeing building construction, quality control, inspection, and overall project cost estimates. Civil engineering design experience includes grading plans for sewers, water and storm drains, erosion control plans, site dimension control (horizontal and vertical control measurements) and standard urban stormwater mitigation plan and low impact development.

SELECT PROJECT EXPERIENCE:

Civil Engineer
Bureau Veritas North America, Inc.
2019 - Present

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

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

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

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

- Waterlines from Grand Ave to Lincoln Ave, Public Works, Corona, CA
- Limonite Pearl Community, Jurupa, CA
- Arantine Hills Sewer Force Main, Public Works, Corona, CA
- 100 plus Homes Tract 36533, Corona, CA
- Water System Improvements, Public Works, Corona, CA
- Saint Joseph Dormitory, Camarillo, Los Angeles, CA
- Missionary Guadalupanans of the Holy Spirit, Los Angeles, CA
- CNG Fuel Station, El Toro Rd, Lake Forest, CA
- Arden Residence, Beverly Hills, CA
- Wonderland Apartments, Wonderland Ave., Los Angeles, CA
- Abbot Vascular located at Ynez Road, Temecula, CA
- Whitaker Business Center at Clinton Keith, Murrieta, CA
- Lego Land at Carlsbad, CA
- San Clemente Ave Road Improvement at Vista, CA
- 18-Lots Subdivision at San Clemente Ave, Vista, CA
- Pacific Condominium, Riverside, CA

Carol Dugas

Civil Plan Review Engineer

EDUCATION
B.S., Civil Engineering

LICENSES/CERTIFICATIONS
Professional Civil Engineer in California –#C 48924
Professional Civil Engineer in Idaho # P-21919
Professional Civil Engineer in Arizona – #27544
QSP/QSD certification in CA.– CASQUA - #00284

TOTAL YEARS OF EXPERIENCE
31+

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

SELECT PROJECT EXPERIENCE:

Plan Review Engineer
Bureau Veritas North America, Inc.
2023 - Present

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

Supervising Civil Engineer
City of Santa Rosa
2020 - 2023

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

Associate Civil Engineer
City of Santa Rosa
2015 - 2020

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

Associate Civil Engineer
City of Alameda, CA
2013 - 2015

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

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Michael Foreman, P.L.S.

Civil Plan Review Engineer and Senior Surveyor

LICENSES/CERTIFICATIONS

Registered Professional Land Surveyor:
Arizona P.L.S. 32225
California P.L.S. 5778
Nevada P.L.S. 11430
Registered Nevada State Water Right Surveyor No. 1041

PROFESSIONAL AFFILIATIONS

California Land Surveyor's Association Board of Registration for Professional Engineers and Land Surveyors - Expert Examiner for the Annual Land Surveyors Professional Licensing Examination

TOTAL YEARS OF EXPERIENCE

40+

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

SELECT PROJECT EXPERIENCE:

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

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

Cities of Murrieta and Lake Elsinore, CA

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

Runway Rehabilitation, Department of the Navy, CA

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

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

John Wayne Airport, County of Orange, CA

Field design survey along the western shoulder of the San Diego Freeway (Interstate 405) for the final engineering design of an exit ramp to the Main Street Parking Facility. Conventional cross sections were taken and were tied to the existing airport control network. The digital data was then Construction Surveying, Mammoth/June Lake Airport, County of Mono, CA

ABILITY TO PERFORM AND PROVIDE EFFICIENT SERVICES UNDER ACCORDANCE REQUIREMENTS

BV has a steady flow of projects, and a large pool of resources to tap into should workload increase. Any project that comes in to our offices is reviewed on time, on budget and accurately. As a result of having a large staff, we are able to handle multiple projects large and small concurrently, without any negative impact to project turnaround times, project budgets, customer service or accuracy.

BV personnel have performed and managed plan review and building assessment for literally thousands of projects. Project types include higher education campuses, high-rise hotels and office buildings, institutional occupancies such as jails, shipping facilities, room additions, single-family tract and custom homes, tilt-up shells, tenant improvements, and infrastructure (roads, wet and dry utilities, etc.). Our staff has considerable review and assessment experience of virtually any structure requiring permits, plan reviews, and inspections. With such a large and licensed plan review and building assessment staff, we are able to manage numerous and complex projects simultaneously. We are able to provide discipline specific plan reviews (e.g., structural, mechanical/plumbing, electrical, fire, access).

As the largest code compliance firm in the United States, we have helped over 400 municipalities, counties, regional and state agencies handle their code compliance needs from full-service building department administration to targeted, as-needed services. BV is your ideal partner to deliver quality service, technical proficiency, and responsiveness a public agency desires when faced with rapid development, budget constraints, and/or limited agency resources.

Having helped newly incorporated cities establish their departments and continue to manage their operations, BV offers a full range of building department services including:

- Building Official
- Plan Review
- Building Inspection
- Permitting/Processing
- Counter Support
- Code Compliance
- Civil/Public Works and Engineering
- Construction Inspection
- Community Outreach

PAST PERFORMACES WITH SIMILAR SERVICE CONTRACTS

Bureau Veritas brings unparalleled expertise and an unwavering commitment to integrity to every project undertaken on behalf of our clients. With more than half a century of building and safety services across California and throughout the United States, Bureau Veritas has established itself as the industry's foremost authority in plan review and inspection. Our reputation—built upon the foundation of ethical practice and technical excellence—is our most valued asset and the primary reason municipalities select Bureau Veritas as their trusted partner.

Clients consistently prioritize expertise when selecting a service provider, and BV delivers precisely that through a team of the industry's most accomplished professionals. Every member of our staff upholds the highest standards of integrity and ethics, ensuring that the City of Palmdale receives not only technically competent service but also counsel grounded in professional responsibility and honest dealing. This commitment to ethical practice, combined with deep technical knowledge, distinguishes Bureau Veritas in the marketplace and ensures that clients' interests are protected and advanced.

As shown in the following pages, we have demonstrated specialized experience on projects of comparable scope and complexity, bringing direct qualifications that align precisely with the requirements outlined in the City of Palmdale's RFP. This combination of experience, reputation, and proven results positions BV as the ideal partner for the City's needs.

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CITY OF PALMDALE

PLAN CHECK, COMMUNITY DEVELOPMENT TECHNICIAN, BUILDING INSPECTION, & BUILDING OFFICIAL SERVICES

Since 2018, Bureau Veritas was selected to provide plan check and inspection services for various commercial and residential projects in the City of Palmdale. Plan review services include structural, architectural, mechanical, electrical, plumbing, green, energy, and accessibility. BV also provides staff augmentation on an as-needed basis for Building Official and Community Development Technician Services.

CITY OF LA PALMA

COMPLETE MUNICIPAL BUILDING & SAFETY SERVICES

BV was selected to provide Building and Safety Services, including permit technician, building inspection, Building Official, and Plan Check services to the City of La Palma in 2022. Under the direction of the Community Development Planning Manager, BV serves as the on-call Building Official, provides plan check/inspection services as well as building technician services, and open, operate, and close the Building & Safety public counter during normal business hours. BV conducts plan checks, assists with issuing permits, and other duties necessary to carry out the typical functions of a Building Division, including responding to public inquiries, preparing reports and communications, and providing staff assistance for internal and external customers. BV helped the City locate a new software platform and provided our assistance in every step of the transition process. Projects include:.

- Joshua Medical Center: 19,000 sq.ft. medical building with complete architectural, structural, ADA, electrical, mechanical, and plumbing designs (2023).
- Hundreds f other types of projects from family homes to tenant improvements and ADU units.

COUNTY OF LOS ANGELES

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

BV has been providing inspection services and building and safety plan review to Los Angeles County since 2003. The firm has placed plan check personnel in the County's Alhambra headquarters. These staff members have provided code consulting and training for the County's structural, electrical, plumbing, and mechanical plan review sections, including creating and preparing instruction manuals, presenting training workshops, and providing as-needed field inspection expertise to agency plan check and field personnel County-wide. Prominent projects the firm has worked on with the County include the University of Southern California Medial Center Replacement, Antelope Valley Courthouse, Hollywood Bowl Shell Rehabilitation, Palmdale Sheriff's Station, Sun Valley Health Center, Santa Monica Courthouse, The Alondra Pool and Skate Park, and the Quartz Public Library.

CITY OF MONROVIA

BUILDING INSPECTION, PLAN REVIEW SERVICES, AND CONTRACT INTERIM BUILDING OFFICIAL, AND CONTRACT CODE ENFORCEMENT MANAGER

BV has provided on-call interim building official, plan review, inspection, permit, and consulting code enforcement services to the City of Monrovia since late 2020. BV reviews plans calculations, reports and specifications for compliance with the most recently adopted Federal, State, and City codes and ordinances.

BV also performs building, combination, and other trade inspections on an as needed, assigned or regular basis on residential, commercial industrial, and large Multi-family/Mixed use projects, and performs permit counter work as needed to enforce compliance with the conditions of approval, provisions of the City's Building laws and the code requirements set forth on the approved plans for which the City issued a permit. These services include the review of all approved plans, specifications and documents, reviewing and responding to all inspection requests and reports, attending mandatory meetings, including safety training and project management, performing inspections for compliance to applicable State of California Building, Mechanical, Electrical, Plumbing, Fire, Historical codes, as well as State energy efficiency and accessibility standards as amended by the City of Monrovia. Inspectors and permit technicians are available within 24 hours notice. During the provision of the aforementioned services, BV has adhered to schedule and budget requirements.

CITY OF RANCHO CUCAMONGA

ENGINEERING, FIRE PLAN REVIEW, AND BUILDING INSPECTION SERVICES

BV was selected to provide engineering and fire plan review and inspection services for the County of Rancho Cucamonga on an as-needed basis. Projects include single family residential, multi-family residential, commercial tenant improvements, new commercial, additions, and others. Services are provided to determine compliance with County and State codes and regulations including but not limited to, Rancho Cucamonga Municipal Code; California Engineering Code; California Residential Code; California Plumbing Code; California Electrical Code; California Disabled Regulations (in conjunction with Federal ADA regulations); and the California Department of Transportation (Caltrans).

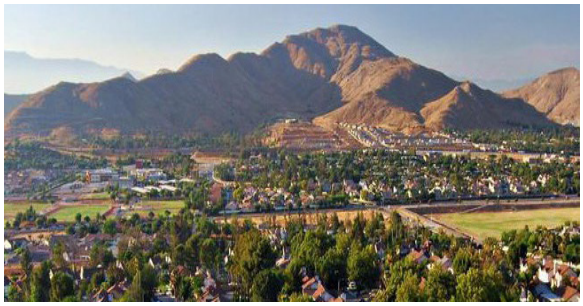
CITY OF CORONA

BUILDING & FIRE PLAN REVIEW, PERMIT AND INSPECTION SERVICES

BV is currently providing building and fire plan check, building inspection, and counter technician services for residential and commercial properties. We also provide on-site extension of staff as necessary, including a registered civil engineer to assist with an immediate need for building plan check. BV assists the City in providing plan review services for small residential solar energy projects. Our team utilizes a web-based system to take in projects electronically. Plans are then reviewed within 24 hours and comments are returned to the applicants. This system assists the City in meeting the requirements of AB 2188 for fast turnaround of these small solar energy projects.

CITY OF FONTANA

BUILDING INSPECTION AND PLAN REVIEW SERVICES



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

- **The Summit at Rosena** - BV is currently providing structural, MEP, and CASp plan review services for the community center of this proposed 179.8 acre community. Plans reviewed include a community swimming pool and spa in addition to the equipment room plumbing fixtures.

- **Fontana Mazda** - BV provided fire, MEP, architectural, and structural plan review services for this new car dealership. The building consisted of 28,668 square feet for sales and administrative offices as well as a parts and service center.

CITY OF SOUTH EL MONTE

BUILDING INSPECTION AND BUILDING OFFICIAL SERVICES

Bureau Veritas provides comprehensive building inspection and building official services to the City of South El Monte, supporting the city's commitment to public safety and code compliance. The firm conducts daily inspections of construction projects and existing buildings, reviewing plans to determine project scope and ensure compliance with adopted codes and standards while maintaining accurate permit and inspection records. Services include inspections for change of use, occupancy compliance, and adherence to all applicable codes and ordinances, working collaboratively with the public to ensure structures are safe and ready for occupancy.

The firm ensures construction projects comply with Title 24 of the California Code of Regulations, including building and fire codes, as well as City codes, design guidelines, planning, and zoning requirements. Bureau Veritas staff investigate complaints related to State building codes and City ordinances, including structural property maintenance violations and occupancy permit inspections, and follow up to verify that corrections are made and appropriate compliance measures are taken.

Beyond field inspections, Bureau Veritas provides critical office support and counter service, responding to inquiries from the public and contractors regarding codes and project-related issues. Staff input correction notices and case comments into automated databases, file and scan documents, and clearly notify contractors of code violations through electronic compliance reports at the time of inspection. The firm also reviews non-complex plans for code compliance and evaluates existing buildings on a complaint basis for hazardous conditions, initiating abatement procedures when warranted. Additionally, Bureau Veritas staff participate in professional and public meetings, maintain current knowledge of applicable codes and code changes, and support positive relationships between the City and the public through courteous and cooperative interactions.

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PLAN REVIEW LETTER SAMPLES

Copies of five plan review correction letters of recently checked plans from other jurisidictions are included in the following pages. Selected samples include a new restaurant, retail store, major commercial tenant improvement project, new single-family dwelling, and large addition to a single-family dwelling. All names, addresses, and other identifying markers have been blacked out for privacy purposes.

[redacted]

July 9, 2024

1st Submittal
Web Site Address:
vcrma.org/divisions/building-and-safety

[redacted]

The plans and other data pertaining to the above construction project have been reviewed for compliance with applicable codes, ordinances, and laws. Revision of the drawings is necessary to complete the plan review. Please refer to the correction list which follows and to the notations on the drawings, documents, reports, and other data which were submitted for review.

Upload, download and view electronic copies of all plan check related documents using the Citizen Access portal at [redacted] Where handout number is referenced, please download it from our building and safety website above or you may request the copy at the counter. Provide one complete electronic set of corrected/revised plans, corrected/revised calculations, complete responses to plan check comments and all other related plan check documents for recheck and upload these documents to the Citizen Access portal.

This Plan Review will expire on 5/23/2025, 360 days from the date of application. If no permit has been obtained by that time for construction of the project, Plans, documents, reports, and other data submitted for review may be destroyed. Reference: [redacted] 105.3.2.

If you have any questions concerning this plan review, please contact us via phone or email. A plan review conference may be arranged by appointment.

The initial plan review fee covers three rounds of plan check. To avoid additional plan review fee, please comply with all the remaining corrections within three rounds. Plan review fees will be charged by the hour until approved afterwards. For records without initial plan review fee, plan review fees will be charged by the hour from the first review.

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GENERAL REQUIREMENTS

1. RETURN THIS LIST with corrected plans, documents, reports, and other data. To facilitate rechecking of plans, please indicate Sheet Number, detail number, and note number on the left side of each item where the corresponding correction has been made.
   Response:_____

2. Refer to comments in red on the first submittal plans, documents, reports, and other data.
   Response:_____

3. The project is submitted with an Early Plans Review Agreement form. The plans won't be approved until all group A clearances by other agencies/divisions are obtained for the project. The plans will be checked for conformance prior to approval. More comments may follow.
   Response:_____

4. Please include project address on VICNIITY MAP on sheet A-1.
   Response:_____

5. Titles on the following sheet number titles do not match the title on the DRAWING INDEX on sheet A-1.
   a. E001
      Response:_____
   b. E002
      Response:_____
   c. E003
      Response:_____
   d. E100
      Response:_____
   e. E101
      Response:_____
   f. E200
      Response:_____

   Please coordinate. [§ 107.2 CBC]

6. Titles and sheet number on the following illegible due to overlapping font layers.
   a. E002
      Response:_____
   b. E003
      Response:_____

   Please coordinate. [§ 107.2 CBC]

7. Please include project address on VICNIITY MAP on sheet A-1. [§ 107.2 CBC]
   Response:_____

8. Note on the plans the floor, wall, and ceiling finishes of each room/space. [§107.2 CBC] Please include ceiling finishes in FINISH LEGEND on sheet A-1. [§ 107.2 CBC]
   Response:_____

ARCHITECTURAL

9. Provide justification for using an occupancy load factor of 150, instead of an occupancy load factor of 50 for exercise rooms. Revise plans to show accurate load factor and occupancy load for proposed use. Additional comments may apply. [§CBC 1004]
   Response:_____

10. Specify occupancy of units adjacent to unit B to verify if fire separation is required between occupancies, meeting requirements of section 508.4 CBC. Additional comments may apply. Provide detail for fire barrier per section 707 CBC if separation is required.
    Response:_____

11. Please specify fire rating of existing corridor. Please verify all new penetrations meet requirements of section 714 CBC. Provide details as needed. Please coordinate any penetrations with MEP plans. Additional comments may apply.
    Response:_____

12. Steel electrical boxes less than or equal to 16 square inches can penetrate membranes of walls with up to a 2 hour rating provided they are separated from such penetrations on the opposite side of the wall by either 24 inches, a distance equal to the depth of the wall if filled with cellulose loosefill/rockwool/mineral wool, solid fireblocking, or listed putty pads. [§714.3.2 CBC]
    Response:_____

ACCESSIBILITY

13. If a walk crosses or adjoins a vehicular way, and the walking surfaces are not separated by curbs, railings, or other elements between the pedestrian areas and vehicular areas, the boundary between the areas shall be defined by a continuous detectable warning 36" wide minimum and comply with 11B-705.1.1. [§11B-247.1.2.5 CBC] *Show location of detectable warnings.*
    Response:_____

14. Additions and alterations to an existing building or facilities shall comply with the following:
    A primary entrance to the building or facility and the primary path of travel from accessible parking and from the public way to the specific area of alteration or addition must fully comply. *Provide accessible route to public way from unit B.* [§11B-202.1 CBC] *Additional comments may apply.*
    Response:_____

15. When the adjusted construction cost is less than or equal to the current valuation threshold, the cost of compliance with Section 11B-202.4 shall be limited to 20 percent of the adjusted construction cost of alterations, structural repairs, or additions. When the adjusted construction cost exceeds the current valuation threshold, and the enforcing agency determines the cost of compliance with Section 11B-202.4 is an unreasonable hardship, full compliance with Section 11B-202.4 shall not be required. Compliance shall be provided by equivalent facilitation or to the greatest extent possible without creating an unreasonable hardship; but in no case shall the cost of compliance be less than 20 percent of the adjusted construction cost. The total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate. [§11B-202.4 Exception CBC]
    Response:_____

ENERGY

16. Alterations shall comply with the prescriptive approach of Section 141.0(b)(2) CEnC or performance approach requirements of § Section 141.0(b)(3) CEnC. Provide notes, details and documentation as applicable. [§141.0(b) CEnC]
    Response:_____

17. The following energy compliance forms are applicable to your project and need to be provided:
    PRF: Performance Approach or applicable forms listed below
    CXR: This form is required for commissioning (Design review on all NR buildings, commissioning all new NR >= 10,000 sq ft.)
    - ELC: This form is required for electrical power distribution.
    - LTI: This form is required whenever there is new or altered indoor lighting.
    - LTS: This form is required for sign lighting. (If sign lighting is to be used)
    - MCH: This form is required whenever there is new or altered mechanical systems.
    - PLB: This form is required whenever there is new or altered water heating system using the prescriptive method.

    Provide complete Title 24 which demonstrate compliance. [§100.0 CEnC]
    Response:_____

18. Provide a list of the mandatory measures for all applicable portions of the project i.e. building envelope, space-conditioning, all lighting (indoor/outdoor), water-heating systems, pools and spas, solar ready buildings, electrical power distribution systems and signs. ([§100.0, 110.0-110.12, 120.0-141.1 CEnC]
    Response:_____

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19. Roof/ceiling insulation separating conditioned and unconditioned spaces/ambient air shall have a minimum R-23 insulation in Climate Zones 1-5, 9-16 a R-17 in Climate Zones 6-8 per Table 141.0-C and RR-14 insulation in Climate Zones 2, 10-16 and all climate zones in high rise residential and hotels/motels. R-8 insulation shall be provided elsewhere. Please provide. [§141.0(b)(1)(A) CEnC]
    Response:_____

20. Wall insulation separating conditioned and unconditioned spaces/ambient air for the altered portion shall have a minimum R-13 insulation in metal and metal framed buildings, R-4 in spandrel panels and glass curtain walls and R-11 insulation in wood framed and other walls. Please provide. [§141.0(b)(1)(B) CEnC]
    Response:_____

21. The altered components of the envelope, or space conditioning, lighting and water heating systems, and any newly installed equipment serving the alteration shall meet §110.0 through §110.9 CEnC (Mandatory Measures for All Occupancies), §120.0 through §120.6 CEnC (Nonresidential Mandatory Requirements for Ventilation, Space-Conditioning, Duct Systems, and Covered Processes), and §120.9 through §130.5 CEnC (Nonresidential Mandatory Requirements for Building Commissioning, Commercial Boilers, Indoor Lighting Controls, Outdoor Lighting Controls, Sign Lighting, and Electrical Power Distribution Systems) and the following:
    a. New or replacement duct systems shall meet the requirements of §120.4(a) CEnC (Mandatory Requirements for Duct Systems). HERS verification shall be required when the space conditioning system meets the requirements of §120.4(g) CEnC
    b. Where altered by replacement of installation of space-conditioning systems units thermostats used must demand responsive controls specified in Section 110.12 CEnC. Noncompliant existing thermostats must be replaced. Duct system connected to the new or replaced space-conditioning system equipment shall be sealed in accordance with Section 141.0(b)(2)(D)(ii) CEnC and shall be HERS verified.
    c. Entirely new, complete replacement or extensions of existing duct systems installed as part of an alteration must be HERS Verified in accordance with Section 120.4(g) CEnC. See exceptions. Where exempt must meet the duct leakage testing requirements of CMC Section 603.9.2 CMC.
    d. New lighting systems shall comply with §130.0 through §130.2 (Mandatory Requirements for Indoor and Outdoor Lighting Controls), §130.5 CEnC 130.4 (Mandatory Requirements for Electrical Power Distribution Systems), §140.3(c) (Prescriptive Daylighting Requirements), and §140.6 through §140.7 (Prescriptive Indoor and Outdoor Lighting). Multilevel daylighting control of §130.1(d) shall not apply when additional skylights are installed in existing building and the lighting system is not recircuited.
    e. New internally and externally laminated signs shall comply with §110.9, §130.3, and §140.8 (Mandatory and Prescriptive Requirements for Signs) CEnC.
    f. Alterations to the existing indoor lighting that include 10% or more of the luminaries serving an enclosed space shall meet one of the following requirements per Section 141.0(b)(2)(I) CEnC:
        i. Lighting alterations shall meet the indoor lighting power requirements of Section 140.6 CEnC and the lighting control requirements in Table 141.0-F CEnC.
        ii. Lighting alterations shall not exceed 80% of the indoor lighting power requirements of Section 140.6 CEnC and shall comply with the lighting control requirements in Table 141.0-F CEnC.
        iii. Lighting alterations shall be a one-for-one luminaire alteration within a building or tenant space of 5000 ft2 or less, the total wattage of the altered luminaires shall be at least 40% lower compared to their total pre-alteration wattage, and the alteration shall comply with the lighting control requirements in Table 141.0-F CEnC.
    g. Alterations to existing internally and externally illuminated signs that increase the connect lighting load, replace and remove more than 50% of the ballast, or relocate the sign to a different location shall meet the requirements of §140.8 (Prescriptive Sign Requirements) CEnC.
    h. Water-heating systems, except for solar water-heating systems, shall meet the requirements of §140.5 (Prescriptive Water-Heating Requirements) CEnC.
    i. A building shell for which new interior walls or ceilings are installed shall meet the requirements of §140.3(c) (Prescriptive Daylighting Requirements).

    Provide notes, details and documentation showing compliance. [§120.4(b)(2), 141.0(b)(2), 141.0(b)(2)(E), 141.0(b)(2)(R), 140.4(n) CEnC]
    Response:_____

PLUMBING

22. For addition or alteration the Indoor Water Use provisions of sections 5.303.3 and 5.303.4 shall apply to new fixtures in the areas of addition or alteration. Please replace non-compliant fixtures. [§5.303.5 CGBC]
    Response:_____

23. Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with Section 5.303.3 CGBC. Some of the fixtures specified exceed the water consumption limits. Provide specifications meeting or exceeding the below requirements for all fixtures on sheet P001.
    - Water closets shall not exceed an effective flush volume of 1.28 gallons per flush. [§5.303.3.1 CGBC]
    - Urinals shall not exceed an effective flush volume of [wall mounted 0.125 gallons per flush], [floor mounted 0.5 gallons per flush]. [§5.303.3.2 CGBC]
    - Lavatory faucets shall not exceed a maximum flow rate of 0.5 gallons per minute at 60 psi. [§5.303.3.4.1 CGBC]
    - For faucets and Fountains including nonresidential lavatory faucets, kitchen faucets, metering faucets, metering faucets, pre-rinse spray valve. [§5.303.3.4 CGBC]

    Please ensure that all fixtures are compliant. [§5.303.5 CGBC]
    Response:_____

24. The minimum size of each fresh water branch shall be determined by the number of fixture units to be served by that branch, the total developed length of the system, and the meter and street service size as per Section 610.8 CPC. No branch piping is required to be larger in size than that required by Table 610.4 CPC for the building supply pipe. Clearly identify the maximum run length and size for each run or fresh water. Indicate the demand on each segment of the cold water including the existing water line. Please include the meter size. [§ 610.9 CPC]
    Response:_____

25. The size of vent piping shall be determined from its length and the total number of fixture units connected thereto, in accordance with Table 703.2. The diameter of an individual vent shall be not less than one and one-fourth inches nor less than one-half the diameter of the drain to which it is connected. In addition, the drainage piping of each building and each connection to a public sewer or a private sewage disposal system shall be vented by means of one or more vent pipes, the aggregate cross sectional area of which shall be not less than that of the largest required building sewer, as determined from Table 703.2. Vent pipes from fixtures located upstream from pumps, ejectors, backwater valves, or other devices that obstruct the free flow of air and other gases between the building sewer and the outside atmosphere shall not be used for meeting the cross sectional area venting requirements of this section. Exception: When connected to a common building sewer, the drainage piping of two or more buildings located on the same lot and under one ownership shall be permitted to be vented by means of piping sized in accordance with Table 703.2, provided the aggregate cross sectional area of vents is not less than that of the largest required common building sewer. Venting is undersized. Vent pipe us undersized. Please correct. [§ 904.1 CPC]
    Response:_____

26. The miximum length of the vent pipe for a 1-1/2" pipe is 60' per Table 703.2. The total run of all vent piping provided is just over that length. Please increase vent pipe size to meet requirement. [§ 703.2 CPC]
    Response:_____

27. No more than one-third of the total permitted length, in accordance with Table 703.2, of a minimum sized vent shall be installed in a horizontal position. Exception: Where a minimum sized vent is increase one pipe size for its entire length, the maximum length limitation does not apply. The maximum total horizontal run the 1-1/2" vent pipe specified is 20' per Table 703.2. The Total length of horizontal vent pipe is approximately 50'. Please increase the size of the vent pipe to meet the requirement. [§ 904.2 CPC]
    Response:_____

28. The drainage piping of each building and each connection to a public sewer or a private sewage disposal system shall be vented by means of one or more vent pipes, the aggregate cross-sectional area of which shall be not less than that of the largest required building sewer as determined from Table 703.2. Aggregate sizing of vents must be equal or greater than the largest sewer pipe of 4". Provide adequate sizing of vent piping showing compliance. [§ 904.1 CPC]
    Response:_____

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29. On Sheet P101 in KEY NOTES-WASTE & VENT Number 2 states 2" waste pipe is to go to street lateral. Number 2 in the PLUMBING WASTE & VENT PIPING FLOOR PLAN show 4" waste pipe. Please coordinate. [§107.2 CBC]
    Response:_____

MECHANICAL

30. The required outdoor air-ventilation rate and air-distribution system design shall be identified on the plans. Provide notes, details and documentation as applicable. [§120.1(a)(2) CEnC]
    Response:_____

31. All heating or cooling systems not controlled by a central energy management control system (EMCS) shall have a setback thermostat. Provide notes, details and documentation as applicable. [§110.2(c) CEnC]
    Response:_____

32. Show on the plans the duct materials and gages. [§602.1 CMC]
    Response:_____

33. All mechanically ventilated buildings with new mechanical equipment shall provide air filtration with at least a Minimum Efficiency Reporting Value (MERV) of 13. Filters shall be installed prior to occupancy, and shall be clearly labeled. Recommendations for maintenance shill be included in the operation and maintenance manual. Note provided please add to plans. [§5.504.5.3 CGBC]
    Response:_____

34. Where temporary ventilation is required during construction, permanent HVAC system shall only be used during construction to maintain required temperature range for required installation. Use MERV 8 filters during construction. Replace all filters with MERV 13 filters immediately prior to occupancy or at the conclusion of construction if the building is occupied during construction. Note provided please add to plans. [§5.504.1 CGBC]
    Response:_____

35. Air-conditioning condensate waste pipes shall connect indirectly, except where permitted in Section 310.6, to the drainage system through an air gap or air break to trapped and vented receptors, dry wells, leach pits, or the tailpiece of plumbing fixtures. A condensate drain shall be trapped in accordance with the appliance manufacturer's instructions or as approved. Please shoe condensate line on plans with appropriate discharge location. [§310.5 CMC]
    Response:_____

ELECTRICAL

36. Identify location of new transformer in floor electrical floor plan. [§107.2 CBC]
    Response:_____

37. Switchboards, switchgear, and panelboards shall have a short-circuit current rating not less than the available fault current. In other than one- and two-family dwelling units, the available fault current and the date the calculation was performed shall be field marked on the enclosure at the point of supply. The marking shall comply with 110.21(B)(3). Note provided please include in plans. On sheet E004B the available fault current Isc is stated to be 15,035A. Panel A has an Ampere Interrupting Capacity of 10,000 which does not meet the requirement please increase the capacity of Panel A to be equal to or greater than the ISC. [§408.6 CEC]
    Response:_____

38. Heating, air-conditioning, and refrigeration equipment requiring servicing shall be provided with a 125-volt, single-phase, 15- or 20-ampere-rated receptacle outlet shall be installed at an accessible location within 25 ft of the equipment as specified in 210.63(A). The required receptacle outlet shall be located on the same level as the heating, air-conditioning, and refrigeration equipment. The receptacle outlet shall not be connected to the load side of the equipment's branch-circuit disconnecting means. See exception. Please provide. [§210.63 CEC]
    Response:_____

39. Disconnecting means shall be provided for all air-conditioning and refrigerating equipment. Disconnecting means shall be located within sight from, and readily accessible from the air-conditioning or refrigerating equipment. The disconnecting means shall be permitted to be installed on or within the air-conditioning or refrigerating equipment. The disconnecting means shall not be located on panels that are designed to allow access to the air-conditioning or refrigeration equipment or to obscure the equipment nameplate(s). Please provide. [§440.11 & 440.14 CEC]
Response:_____

40. All appliances requiring an external source of electrical power for its operation shall be provided with the a readily accessible electrical disconnecting means within sight of the appliance that completely de-energizes the appliance and a 120-V ac grounding-type receptacle outlet on the roof adjacent to the appliance on the supply side of the disconnect switch. Please provide [NFPA 54:9.4.2.3] [§303.8.5 CMC]
Response:_____

41. On sheet E003, detail 7 reflects 2019 codes. Please update to reflect 2022 codes. [§107.2 CBC]

T24 2019 COMPLIANT SEQUENCE OF OPERATION:

1. OCCUPANCY SENSOR PROVIDES AUTOMATIC ON/OFF OF LIGHTS AND EXHAUST FAN BASED ON ROOM OCCUPANCY (USE DEFAULT TIME DELAY FOR OCCUPANCY SENSOR)
2. WSX PDT 2P LINE VOLTAGE SWITCH PROVIDES MANUAL OVERRIDE OF THE LIGHTS AND EXHAUST FAN: ON/OFF.
3. WHEN SWITCHING 277VAC ON BOTH RELAYS, THE LINE INPUTS MUST BE OF THE SAME PHASE.

Response:_____

42. The general lighting of any enclosed space 100 sf. or larger in which the connected lighting load exceeds 0.5 watt/sf, and has more than one luminaire, shall provide multilevel lighting controls that allow the level of lighting to be adjusted. Provide notes, details and documentation as applicable. [§130.1(b) CEnC]
Response:_____

43. All installed indoor lighting shall be equipped with Shut-OFF controls that meet the following requirements:
    - Shall be controlled with occupant sensing controls, automatic time-switch control, or other control capable of automatically shutting OFF all the lighting when the space is typically unoccupied.
    - Separate controls for the lighting of each floor, other than stairwells.
    - Separate controls for spaces enclosed by ceiling-height partitions not exceeding 5,000 sf
    - Separate controls for general, display, ornamental, and display case lighting
    - For automatic time-switch controls, this may include a manual-ON mode that complies with Section 130.1(a) and allows the lighting to remain ON for no more than 2 hours once override is initiated.

    Provide notes, details and documentation as applicable. [§130.1(c)(1) CEnC]
    Response:_____

44. Countdown timers may only be used as an automatic shut-OFF control in closets less than 70 sf and server aisles in server rooms. The maximum timer setting shall be 10 or 30 minutes, respectively. Provide notes, details and documentation as applicable. [§130.1(c)(2) CEnC]
Response:_____

45. Automatic time-switch control installed to comply with per Section 130.1(c)(1) CEnC, other than occupancy sensors, shall incorporate a manual override control that complies with Section 130.1(a) CEnC and allows the lighting to remain ON for no more than 2 hrs when the override is initiated. See exceptions. Further, it shall incorporate an automatic holiday “shut-OFF” that turns off all loads for at least 24 hours then resumes for normally scheduled operations. Provide notes, details and documentation as applicable. [§130.1(c)(3) CEnC
Response:_____

46. Occupant sensing controls that automatically shut-OFF all the lighting when unoccupied are required for specified offices, multipurpose rooms, classrooms, conference rooms and restrooms. In offices 250 sf or smaller, multipurpose rooms less than 1000sf, classrooms, and conference rooms. In offices 250 square feet or smaller, multipurpose rooms of less than 1,000 square feet, classrooms of any size, conference rooms of any size, and restrooms of any size, lighting shall be controlled with occupant sensing controls to automatically shut OFF all of the lighting in 20 minutes or less after the control zone is unoccupied. In areas required by Section 130.1(b) controls will be governed by Section 130.1(c)(5) CEnC. Provide notes, details and documentation as applicable. [§130.1(c)(5) CEnC]
    Response:_____

47. The means of egress illumination level shall be not less than 1 footcandle (11 lux) at the walking surface. Along exit access stairways, exit stairways and at their required landings, the illumination level shall not be less than 10 footcandles (108 lux) at the walking surface when the stairway is in use. Please verify and provide. [§1008.2.1 CBC].
    Response:_____

STRUCTURAL

No Comments

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[redacted] [redacted]

Project Description: [redacted]
Project Address:
Application/ Permit #:

Occupancy: M
Type of Construction: II-B, V-B
Sprinklers: Yes
Stories: 1
Floor Area (s.f.): 4,413 / 1,358
Fire Hazard Severity Zone/ WUI: No
Fire Alarm: No

Bureau Veritas has completed the first plan review of the below listed documents on behalf of the [redacted]

GENERAL INSTRUCTIONS

1. This plan review has been made to verify conformance to minimum requirements of codes and ordinances adopted by the [redacted] in effect for this project include the 2022 editions of the California Building Code (CBC), California Residential Code (CRC), California Green Building Code (CGBC), California Plumbing Code (CPC), California Mechanical Code (CMC), California Electrical Code (CEC), and California Energy Code (CEnC). The CBC is based on the 2021 editions of the *International Building Code*, which was published by the *International Code Council*. The CPC and CMC are based on the 2021 edition of the *Uniform Plumbing* and *Mechanical Codes*, respectively, which were published by IAPMO. The CEC is based on the 2020 edition of the *National Electrical Code* published by the National Fire Protection Association (NFPA). Applicable code sections are referenced after each item in this list.
2. These plans and documents have been reviewed for compliance with the applicable code requirements and instructions of the jurisdiction. The stamping of these plans shall not be held to permit or be an approval of a violation of any applicable codes and/or standards nor relieve the owner, design professional of record or contractor of compliance with any applicable codes and/or standards. Plan review of documents does not authorize construction to proceed in violation of any federal, state, nor local regulation.
3. The review does not necessarily include errors and omissions. Complete compliance is the responsibility of the designer.
4. All comments shall be resolved on the plans prior to the recommendation to the governing body for approval.
5. The comments identified in other sections of this review require clarifications/corrections before this plan check can be completed.
6. For reference for explanations in the examiner's comment sections, *italic* text refers to the initial submittals, **bold** text on second submittals, and <u>underlined</u> text on third submittals.
7. Please annotate your response in the areas on each comment, please see the comment section,
8. Submit a list **<u>showing any changes to the plan</u>** or previously submitted documents that are not the result of the plan check comments. Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.

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[redacted] [redacted]

IN ORDER TO PROCESS THIS PLAN REVIEW PLEASE PROVIDE THE NAME AND PHONE NUMBER OF THE INDIVIDUAL WHO PREPARED THESE PLAN REVIEW RESPONSES
NAME: _____ PHONE: _____

Please ONE full COMPLETE electronic submittal, with supporting documentation, and answers to ALL comments listed in the comment section and submit to:

[redacted]

Respectfully Submitted,

Martin Pasamba
Plan Check Engineer
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Westlake Village, CA 91362
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Office: 805 230-2888

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Abteen Shirehjini, M.S., P.E.
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Please write the sheet number, detail number, and/or location indicating where the comment is located. ***Please be specific as to where comment items have been addressed so that recheck may be expedited.*** *To aid in the plan review process—please indicate in the space adjacent to each comment or on a separate sheet, the sheet and the exact location on the sheet where corrections have been made (e.g., Detail S of Sheet 3). Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.*

JURISDICTIONAL COMMENTS

J1. Provide a complete description of the scope of work for this project on the cover sheet of the plans. [§ 107.2 CBC]
RESPONSE:

J2. Provide the site address on the Title Sheet and all sheets of the plan. [§ 107.2 CBC]
RESPONSE:

J3. Per City of Palm Springs, no deferred submittals allowed except for fire alarms and fire sprinklers. Please revise General Information section on Title Sheet of plans and provide complete architectural plan, structural plans, structural calculations, etc., for a complete submittal. Additional comments may follow.
RESPONSE:

J4. Provide a Building Code Data Legend on the Title Sheet. [§ 107.2 CBC] Include the following code information for each building proposed:
   a. Sprinklers: Yes or No _____
   b. Stories _____
   c. APN # _____
   RESPONSE:

ARCHITECTURAL COMMENTS – MARTIN PASAMBA/ MARTIN.PASAMBA@BUREAUVERITAS.COM

A1. Provide a fully dimensioned site plan drawn to scale. The site plan shall show the north arrow, property lines, easements, public ways and all existing/proposed buildings and structures on the site. Clearly dimension building setbacks from property lines, street centerlines, and from all adjacent buildings and structures on the site plan. [§ 107.2.5 CBC] *Additional comments may follow upon next submittal*.
RESPONSE:

A2. Show on the site plan, or provide the grading plans, showing finish floor elevations, elevations of finish grade adjacent to buildings, established street grades, drainage patterns and locations and gradients of cut or fill slopes. [§ 107.2.5 CBC]
RESPONSE:

A3. Finish grade around the structure/addition shall slope away from the foundation a minimum of 5% (2% for impervious surfaces) for a minimum distance of 10 feet. Include a note on the site plan or show on a foundation detail. [§1804.4 CBC]
RESPONSE:

A4. Setback dimensions shall be measured perpendicular to the property and shall be as shown in Figure J108.1, unless substantiated data is submitted justifying reduced setbacks. [§J108.1 CBC]
RESPONSE:

A5. Provide an allowable area analysis complying with Section 506 for the proposed building as shown on sheet FSA1.4. The allowable area analysis shall be on the cover sheet of the plans. Specify on the cover sheet of the plans.
RESPONSE:

A6. The height and number of stories cannot exceed that shown in Tables 504.3 & 504.4. Show the code basis for the height/number of stories as shown.
RESPONSE:

A7. When a new building is to be erected on the same property as an existing building, the location of the assumed property line with relation to the existing building shall be such that the exterior wall and opening protection of the existing building meet the criteria of Sections 705.5 & 705.8. [§ 705.3 CBC] *Please clarify on site plan if proposed building and fuel canopy will be erected on the same property as an existing building to verify proposed building complies with 705 CBC for exterior walls, projections, opening protections, etc. as shown on Fire Protection section on title sheet of plans. Additional comments may follow upon a complete submittal of construction documents.*
RESPONSE:

A8. Please verify parapet construction complies with 705.11.1 CBC. Parapets shall have the same fire-resistance rating as that required for the supporting wall, and on any side adjacent to a roof surface, shall have noncombustible faces for the uppermost 18", including counter flashing and coping materials. The height of the parapet shall be not less than 30" above the point where the roof surface and the wall intersect.
RESPONSE:

A9. [§107.2 CBC] Provide a section view of all new interior partitions:

a. Specify type, size, and spacing of studs.
b. Specify method of attaching top and bottom plates to structure.
c. The top of the partition must be secured to the roof or floor framing unless the suspended ceiling has been designed to resist the lateral out-of-plane loads from the partition.
d. Specify the wall sheathing material and method of attachment (size and spacing of fasteners)

RESPONSE:

A10. Provide an egress plan showing the number of occupants on each floor and in all rooms and spaces. Specify the required width and actual width of all egress components (doors, stairways, corridors, etc.). Specify the travel distance for each area. [§107 CBC]
RESPONSE:

A11. Note on the plans: "All exits are to be openable from inside without the use of a key or special knowledge." In lieu of the above requirement, in Group A occupancies having an occupant load of 300 or less, Group B, F, M and S and in places of religious worship, you may note "Provide a sign on or near the exit doors reading THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED." This signage is only allowed at the main exit. [§ 1010.1.9 & 1010.1.9.3 CBC]
RESPONSE:

A12. Door landings shall have a length measured in the direction of travel of not less than 44 inches. [§ 1010.1.6 CBC]
RESPONSE:

A13. Please provide the following roof information on construction documents:

a. Class of roof covering is required per Table 1505.1.
b. Roof material and application. Clearly specify waterproofing, flashing, and method of attachment appropriate to the material being used. [§ 1507 CBC]
c. ICC, UL or other recognized listing approval number for roof materials not covered in CBC, e.g., tile, etc. [§107 CBC]
d. Overflow drains having the same size as roof drains and on independent drain lines are required. In lieu of this, overflow scuppers, 4" minimum high with a width equal to the circumference of the roof drain may be provided. Overflow system shall have inlets located two inches above the roof low points. [§1502.2 & 1502.3 CBC]. Size the drains per CPC.

RESPONSE:

A14. Show attic or enclosed rafter space ventilation. Minimum vent area is 1/150 of attic area or per reduced attic ventilation area of 1/300 provided reduced ventilation meets requirements per referenced code. [§1202.2 CBC]
RESPONSE:

A15. Show location of attic access with a minimum size of 20" x 30" unless the maximum vertical headroom height in the attic is less than 30". Where mechanical equipment is installed in the attic the minimum dimensions are 22"x30" and at least as large as the largest component of the appliance. Access must be provided to each separated attic area, with a 30" headroom clearance above the opening. [§1209.2 CBC & §904.10 CMC] *If applicable.*

A16. Addresses shall be plainly visible and legible from the street or road fronting the property. Address numbers shall be 4 inches in height, ½" minimum stroke width and of contrasting color to their background. [§ 501.2 CBC]
RESPONSE:

ACCESIBILITY COMMENTS – ABTEEN SHIREHJINI, M.S., P.E. – 805 230-2888

ACCESSIBLE ROUTE

ACC1. [§11B-206.2.1 CBC] At least one accessible route within the boundary of the site shall be provided within the site from public transportation stops, accessible parking and accessible passenger loading zones, and public streets or sidewalks, to the accessible building entrance they serve. The site plan shall show the property lines, easements, public ways, improvements and existing buildings and structures sufficiently to verify disabled accessibility compliance with §11B-202.4 CBC for this project. Provide a complete site plan and identify all accessible routes in accordance with the referenced Section.
RESPONSE:

ACC2. At least one accessible route shall connect accessible buildings, accessible facilities, accessible elements, and accessible spaces that are on the same site. [§11B-206.2.2 CBC] Provide accessible routes between the canopy structure, service building, and trash enclosure. Clearly identify routes on the site plan.
RESPONSE:

ACC3. Accessible routes shall consist of one or more of the following components: walking surfaces with running slopes not steeper than 1:20, doorways, ramps, curb ramps excluding flared sides, elevators, and platform lifts. All components shall comply with the applicable requirements of 11B Division 4. [§11B-402.2 CBC] Provide a complete site plan and identify all accessible components in accordance with the referenced Section. Provide details for accessible components.
RESPONSE:

PARKING

ACC4. Where parking is provided, accessible parking spaces, access aisles and vehicular routes serving accessible parking shall be provided in accordance with Chapter 11A. [§ 406.2.3 CBC] *Parking spaces not found. Provide a complete site plan that includes accessible parking. Provide details in accordance with chapter 11A for all accessible parking facilities and routes.*
RESPONSE:

ACC5. Where provided, electric vehicle charging systems shall be installed in accordance with the California Electrical Code and the California Green Building Standards Code. Electric vehicle charging system equipment shall be listed and labeled in accordance with UL 2202. Electric vehicle supply equipment shall be listed and labeled in accordance with UL 2594. Accessibility to electric vehicle charging stations shall be provided in accordance with Chapters 11A and/or 11B. [§ 406.2.7 CBC] *Parking spaces not found. If electric vehicle parking is required for this project, provide a complete site plan that includes accessibility to electrical vehicle charging stations. Provide details in accordance with chapter 11A and/or 11B.*
RESPONSE:

ACC6. Provide disabled parking space(s) for visitors and unassigned spaces (5% of the total provided parking). Signage is required and shall not be blocked from view by a vehicle parked in the space. [§1109A.5 & 406.2.3 CBC] *Identify locations on the site plan and provide complete accessible parking details.*
RESPONSE:

ACC7. An additional sign shall also be posted either; 1) in a conspicuous place, at each entrance to off-street parking facilities or 2) immediately adjacent to and visible from each stall or space. The additional sign shall be not less than 17" wide by 22" high with lettering 1" high minimum stating the following: "Unauthorized vehicles parked in designated accessible spaces not displaying distinguishing placards or special license plates issued for persons with disabilities may be towed away at owner's expense. Towed vehicles may be reclaimed at _____ or by telephoning _____." [§11B-502.8 CBC] *Identify signage location(s) on the site plan.*
RESPONSE:

WALKING SURFACES

ACC8. Walk and sidewalks shall have a continuous common surface, not interrupted by steps or by abrupt changes in level exceeding 1/2" per 11B-302, and shall be a minimum of 48" in width. [§11B-403.5.1.3 CBC]
RESPONSE:

ACC9. If a walk crosses or adjoins a vehicular way, and the walking surfaces are not separated by curbs, railings, or other elements between the pedestrian areas and vehicular areas, the boundary between the areas shall be defined by a continuous detectable warning 36" wide minimum and comply with 11B-705.1.1. [§11B-247.1.2.5 CBC] *Specify locations for detectable warnings on the site plan.*
RESPONSE:

ACC10. Walking surfaces cross slopes shall not be steeper than 1:48. [§11B-403.3 CBC]
RESPONSE:

ENTRANCES & EXITS

ACC11. Handles, pulls, latches, locks and other operable parts on doors and gates shall not require tight grasping, tight pinching or twisting of the wrist to operate. [§11B-404.2.7 CBC]
RESPONSE:

ACC12. Operable parts such as hardware shall be 34" minimum and 44" maximum above the finished floor or ground. [§11B-404.2.7 CBC]
RESPONSE:

ACC13. Every doorway which is located within an accessible path of travel shall be of a size as to permit the installation of a door not less than 3' in width and not less than 6'-8" in height. When installed, exit doors shall be capable of opening at least 90 degrees and shall be so mounted that the clear width of the exit is not less than 32", measured between the face of the door and the opposite stop. [§11B-404.2.3 CBC] *Clarify for the door serving Utility Enclosure 855, shown on sheet FSA2.*
RESPONSE:

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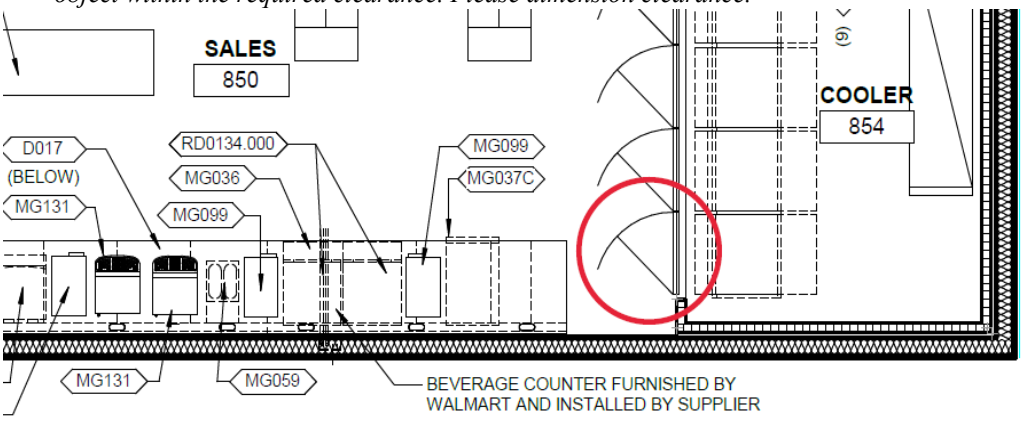
ACC14. Minimum maneuvering clearances at doors shall comply with 11B-404.2.4. The floor or ground area within the required clearances shall be level and clear. [§11B-404.2.4 CBC] *Provide sufficient maneuvering clearance for the red marked door shown in the image below. There appears to be object within the required clearance. Please dimension clearance.*



1 FIXTURE PLAN
1/4" = 1'-0" 9 FSA1.4

RESPONSE:

ACC15. Minimum maneuvering clearances at doors shall comply with 11B-404.2.4. The floor or ground area within the required clearances shall be level and clear. [§11B-404.2.4 CBC] *Door 852/A shown on 1/FSA5 does not appear to provide sufficient maneuvering clearance. Please revise.*
RESPONSE:

ACC16. The bottom 10" of all doors except automatic and sliding shall have a smooth, uninterrupted surface to allow the door to be opened by a wheelchair footrest without creating a trap or hazardous condition. Where narrow frame doors are used, a 10" high smooth panel shall be installed on the push side of the door, which will allow the door to be opened by a wheelchair footrest without creating a trap or hazardous condition. [§11B-404.2.10 CBC]
RESPONSE:

ACC17. Maximum effort to operate doors shall not exceed 5 pounds for exterior doors and 5 pounds for interior doors, such pull or push effort being applied at right angles to hinged doors and at the center plane of sliding or folding doors. Compensating devices or automatic door operators may be utilized to meet the above standards. [§11B-404.2.9 CBC]
RESPONSE:

TOILET AND BATHING ROOMS

ACC18. An equilateral triangle 1/4" thick with edges 12" long and a vertex pointing upward shall be located at entrances to men's toilet and bathing facilities. The triangle symbol shall contrast with the door,

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either light on a dark background or dark on a light background. [§11B-703.7.2.6.1 CBC] *Revise signage shown on sheet FSA1.2.*
RESPONSE:

ACC19. A circle 1/4" thick and 12" in diameter shall be located at entrances to women's toilet and bathing facilities. The circle symbol shall contrast with the door, either light on a dark background or dark on a light background. [§11B-703.7.2.6.2 CBC] *Revise signage shown on sheet FSA1.2.*
RESPONSE:

ACC20. Geometric symbols at entrances to toilet and bathing rooms shall be mounted at 58" minimum and 60" maximum above the finish floor or ground surface measured from the centerline of the symbol. Where a door is provided the symbol shall be mounted within 1" of the vertical centerline of the door. [§11B-703.7.2.6 CBC] *Revise signage shown on sheet FSA1.2.*
RESPONSE:

ACC21. Doors shall not swing into the clear floor space or clearance required for any fixture. Doors other than the door to the accessible water closet compartment may encroach into the turning space by 12" maximum. [§11B-603.2.3 CBC] *Doors in the restrooms appear to be protruding into the turning spaces. Please verify that the doors do not protrude more than 12 inches into the required turning space. Show on plans.*
RESPONSE:

ACC22. [§11B-604 CBC] Water **Closets and Toilet Compartments:**

a. The centerline of the water closet shall be 17" minimum to 18" maximum from the side wall or partition, except that the water closet shall be 17" minimum to 19" maximum from the side wall or partition in ambulatory accessible toilet compartments. Water closets shall be arranged for a left or right handed approach. [§11B-604.2 CBC] *Revise water closet dimensions shown on sheet FSA5.*
RESPONSE:

b. Clearance around a water closet shall be 60" minimum measured perpendicular from the side wall and 56" minimum measured perpendicular from the rear wall. A minimum 60" wide and 48" deep maneuvering space shall be provided in front of the water closet. [§11B-604.3 CBC] *Clearly dimension on plans.*
RESPONSE:

c. The seat height of a water closet above the finish floor shall be 17" minimum and 19" maximum measured to the top of the seat. Seats shall not be sprung to return to a lifted position. Seat shall be 2" high maximum, except that 3" seats shall be permitted only in alterations where the existing fixture is less than 15" high. [§11B-604.4 CBC] *Clearly dimension on plans.*
RESPONSE:

d. Water closet flush controls shall be hand operated or automatic. Flush controls shall comply with operable parts requirement except that they be located 44" maximum above the floor. Flush controls shall be located on the open side of the water closet. [§11B-604.6 CBC]
RESPONSE:

e. The side-wall grab bar shall be 42" long minimum, located 12" maximum for the rear wall and extending 54" minimum from the rear wall with the front end positioned 24" minimum in front of the water closet. The rear-wall grab bar shall be 36" long minimum and extend from the center line 12" minimum on one side and 24" minimum on the other. [§11B-604.5.1 CBC] *Clearly show all dimensions referenced in this comment.*
RESPONSE:

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ACC23. [§11B-606 CBC] Lavatories**:**

a. A clear floor space 30" by 48" positioned for a forward approach and shall have knee and toe clearances.
RESPONSE:

b. All lavatories and sinks shall be installed with the front of the higher of the rim or the counter surface 34" maximum above the finish floor or ground.
RESPONSE:

c. Water supply and drain pipes under lavatories shall be insulated or otherwise configured to protect against contact. There shall be no sharp or abrasive surfaces under lavatories and sinks.
RESPONSE:

d. Controls for faucets shall comply with operable parts. Hand-operated metering faucets shall remain open for 10 sec. minimum.
RESPONSE:

ACC24. [§11B-609 CBC] **Grab Bars:**

a. The space between the grab bar and projecting object above shall be 12" minimum. *The vertical grab bar shown above the side-wall grab bar in both restrooms appears to protrude into the 12" clear space above the side-wall grab bar. Please revise.*
RESPONSE:

ACC25. **Bathroom** Accessories**:**

a. Mirrors located above lavatories or countertops shall be installed with the bottom edge of the reflecting surface 40" maximum above the finish floor or ground. [§11B-603.3 CBC] *Provide dimensions.*
RESPONSE:

b. Where towel, sanitary napkins, waste receptacles, and other similar dispensing and disposal fixtures are provided in toilet facilities, at least one of each type shall be located on an accessible route. All operable parts, including coin slots, shall be 40" maximum above the finished floor. [§11B-603.5 CBC] *Revise heights.*
RESPONSE:

c. Toilet paper dispensers shall be 7" minimum and 9" maximum in front of the water closet measured from the centerline of the dispenser. The outlet of the dispenser shall be below the grab bar, 19" minimum above the finish floor and shall not be located behind the grab bar. [§11B-604.7 CBC] *Clarify 19" minimum height dimension on plans. Current height shown on 5/FSA5 appears to be at 18".*
RESPONSE:

SPACE ALLOWANCE & REACH RANGES

ACC26. At least one and not less than 5% of all lockers shall be made accessible to persons with disabilities, including clear space, reach range requirements, and a path of travel not less than 36" in clear width shall be provided to these lockers. [§11B-225.2.1 CBC] *Please clarify for lockers shown in Storage 856.*
RESPONSE:

ACC27. The minimum clear width required to turn 180° around an element shall be 42" wide minimum approaching the turn, 48" minimum during the turn, and 42" minimum leaving the turn where the obstruction is less than 48" in length. [§11B-403.5.2 CBC] *Provide dimensions in Sales 850 area.*
RESPONSE:

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ACC28. The minimum clear width for walking surfaces shall be 36" minimum but may be reduced to 32" minimum at a point 24" long maximum, provided that reduced width segments are separated by segments that are 48" long minimum and 36" wide minimum. [§11B-403.5.1 CBC] *Provide dimensions in Sales 850 area.*
RESPONSE:

ACC29. [§11B-226 CBC] **Work Surfaces:**

a. Where work surfaces are provided for use by other than employees, at least 5 percent shall comply with 11B-902. *Provide compliance at all work surfaces such as the coffee condiment counter, etc.*
RESPONSE:
b. The tops of tables and counters shall be 28" minimum to 34" maximum from the floor or ground.
RESPONSE:
c. Where food is served at a counter exceeding 34" in height, a portion of the main counter 60" in length shall be provided in compliance with section 11B-902.3.
RESPONSE:

ACC30. [§11B-227 CBC] **Sales & Service:**

a. Where provided, check-out aisles, sales and service counters and lines shall comply with sections 11B-227 and 11B-904, and be provided a quantity in accordance with table 11B-227.2. Where counters or aisles serve different purposes or are dispersed, compliant counters shall serve like purposes and be dispersed.
RESPONSE:
b. Where provided, at least one accessible counter shall be provided and comply with 11B-904.4. [§11B-227.3 CBC]
RESPONSE:
c. When not all check-out aisles are accessible, the accessible aisles shall be identified by the International Symbol of Accessibility sign. The sign should be 4" x 4" minimum. [§11B-904.3.4 CBC]
RESPONSE:
d. Counters shall be 36" long minimum, and 28" min. and 34" high max. above the finish floor. [§11B-902.3 CBC]
RESPONSE:
e. Counters 36" wide minimum shall be provided with a parallel or forward approach, with floor clearances per 11B-305. Forward approaches shall also be provided with the knee and toe clearances of 11B-306. [§11B-904.4.1 CBC]
RESPONSE:
f. The accessible portion of the counter top shall extend the same depth as the sales or service counter top. [§11B-904.4 CBC]
RESPONSE:

ACC31. [§11B-309 CBC] Operable **Parts:**

a. Clear floor space complying with Section 11-309.2 that allows a forward or parallel approach by a person using a wheelchair shall be provided at controls, dispensers, receptacles, and other operable equipment.
RESPONSE:
b. Controls and operating mechanisms shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate controls shall be no greater than 5 pounds. See section for exception. [§11B-309.4 CBC]
RESPONSE:
c. The highest operable part of all controls, dispensers, receptacles, and other operable equipment shall be placed within 48" of the floor but not lower than 15". Also specified in section 11B-308,

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obstructed forward approach shall have a high forward reach of 48” or 44” maximum where the reach depth is 20” or 25” maximum, respectively. Obstructed side reach shall have a height of 34” and 48” maximum where depth of obstruction shall be 24” and 10” maximum, respectively. More than 10” depth and maximum depth 24” the high side reach shall be 46”. [§11B-309.3 CBC]
RESPONSE:

d. The height of manual fire alarm boxes shall be a minimum of 42” and a maximum of 48”, measured vertically, from the floor level to the highest point of the activating handle or lever of the box. [§907.4.2.2 CBC]
RESPONSE:

ACC32. [§11B-602 CBC] Drinking **Fountains:**

a. No fewer than two drinking fountains shall be provided. One drinking fountain shall comply with sections 11B-602.1 through 11B-602.6 and the other shall comply with 11B-602.7 CBC, drinking fountains for standing persons. If one drinking fountain complies with the requirements of 11B-602.1 through 11B-602.6 & 11B-602.7, then two drinking fountains shall not be required. [§11B-211.2 CBC]
RESPONSE:

b. Units shall have a clear floor space positioned for forward approach per 11B-305 (30”x48”).
RESPONSE:

c. Drinking fountains shall be located completely within alcoves or otherwise positioned so as not to encroach into pedestrian ways. The alcove in which the water fountain is located shall be not less than 32" in width and 18" in depth. A side approach drinking fountain is not acceptable.
RESPONSE:

d. Drinking fountains shall be a minimum of 18" and a maximum of 19” in depth.
RESPONSE:

e. Drinking fountains shall be provided with knee and toe clearances per 11B-306.
RESPONSE:

f. Spout outlets shall be 36” maximum above the finish floor.
RESPONSE:

g. Spout shall be located 15” minimum from a vertical support and 5” maximum from the front edge of the unit.
RESPONSE:

h. Spouts shall provide a flow of water 4” high minimum. Where spouts are located less than 3” from the front face of the unit the angle of the water stream shall be 30° maximum. Otherwise, the angle of water stream shall be 15° maximum.
RESPONSE:

i. **Drinking Fountains for Standing Persons:** Spout outlets shall be 38” minimum and 43” maximum above the finish ground floor.
RESPONSE:

ACC33. [§11B-220.2 CBC] **Point of Sale Devices:**

a. Where point-of-sale devices are provided, all devices at each location shall comply with Sections 11B-707.3, and 11B-707.7.2, and 11B-707.9. Where point-of-sale devices are provided at check stands and sales and service counters required to comply with Sections 11B-227.2 and 11B-227.3, they shall comply with Sections 11B-707.2, 11B-707.7.2, and 11B-707.9. [§11B-220.2 CBC]
RESPONSE:

GREEN BUILDING COMMENTS - MARTIN PASAMBA/ MARTIN.PASAMBA@BUREAUVERITAS.COM

GB1. Newly constructed projects and additions which disturb less than one acre of land and not part of a larger common plan of development shall prevent pollution of storm water runoff from construction activities through one of the following measures: [§5.106.1 CGBC]

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a. Local Ordinance
b. Best Management Practices: Prevent the loss of soil through wind or water erosion by implementing an effective combination of erosion and sediment control and good housekeeping BMP's
RESPONSE:

GB2. Please provide short term bicycle parking for the newproject where the project is anticipated to generate visitor traffic. Provide permanently anchored bicycle racks within 200 feet of the visitors' office for 5% of new visitor motorized vehicle parking spaces being added, with a minimum of one-two bike capacity rack. [§5.106.4.1.1 CGBC] *Please prove manufacturer specifications and anchorage calculations.*
RESPONSE:

GB3. Please provide long term bicycle parking for new buildings with tenant spaces with 10 or more tenant occupants, provide secure bicycle parking for 5% of the tenant-occupant-occupant vehicular parking spaces with a minimum of one bicycle parking facility. [§5.106.4.1.2 CGBC]
RESPONSE:

GB4. The mandatory provisions of the Green Building Standards Code shall apply to new buildings, building additions of 1000 sq. ft. or greater and/or alterations with a permit valuation of $200,000 or above. [§301.3 CGBC] *Provide nonresidential green building notes on plans.*
RESPONSE:

GB5. Provide a construction waste management plan reducing waste a minimum of 65%. [§5.408.1 CGBC]
RESPONSE:

GB6. Provide electric vehicle charging infrastructure which shall comply with 5.106.5.3.1 CGBC, provided in accordance with additional requirements per California Building and Electrical Codes. Refer to Table 5.106.5.3.1 CGBC for required total EV capable spaces.
RESPONSE:

GB7. Electric vehicle charging stations, EVCS, shall be provided per Table 5.106.5.3.1. Accessible EVCS shall be made available per 5.106.5.3.4 CGBC, 11B-228.3 CBC. Specify location, provide applicable details, etc. Additional comments may follow upon next submittal.
RESPONSE:

ENERGY COMMENTS - MARTIN PASAMBA/ MARTIN.PASAMBA@BUREAUVERITAS.COM

EnG1. Please provide applicable nonresidential energy compliance forms, i.e. building envelope (NRCC-ENV-E), electrical power (NRCC-ELEC-E), electric ready (NRCI-ELC-E), fenestration, lighting, mechanical, plumbing, solar, etc. Additional comments may follow upon next submittal.
RESPONSE:

ELECTRICAL COMMENTS - MARTIN PASAMBA/ MARTIN.PASAMBA@BUREAUVERITAS.COM

E1. The energy documentation plans shall be signed by the documentation author.
RESPONSE:

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E2. Since series rating is used for short circuit protection:

a. Indicate the series combination interrupting rating of overcurrent devices. Identify on the plan, the fuse class and the circuit breaker manufacturer, model designation, type and electrical rating used as part of series rating. Include manufacturer specification sheet(s).
b. Series combination interrupting rating shall not be used when the second device in the series is subjected to a total connected full load motor current of more than 1% of it's AIC rating.
c. Motor circuit protectors shall not be used as part of a series combination interrupting rating.
d. If series combination ratings are used, provide a cautionary label to the series rated device cover stating "Caution - Series Rated System available". Identified replacement component required by the CEC section reference below. (CEC 240.86, 110.3, 110.22(C), UL Recognition)

RESPONSE:

E3. Indicate AIC rating on each panel schedule of new panels.

RESPONSE:

E4. Where the bottom of the outdoor lighting luminaire is mounted 24 feet or less above the ground, it shall be controlled as follows: Show on the plans.

a. Shall be motion sensors or other lighting control systems that automatically controls lighting in accordance with Item B in response to the area being vacated of occupants; and
b. Shall be capable of automatically reducing the lighting power of each luminaire by at least 40 percent but not exceeding 90 percent, or provide continuous dimming through a range that includes 40 percent through 90 percent, and
c. Shall employ auto-ON functionality when the area becomes occupied; and
d. No more than 1,500 watts of lighting power shall be controlled together. 130.2(c)(3)

RESPONSE:

E5. Provide load calculations.

RESPONSE:

E6. Add the following notes to the plans:

a. "All electrical work shall be designed per (Local AHJ) Electrical Code, 2022 California Electrical Code, 2020 National Electrical Code, and 2022 Building Energy Efficiency Standards."
b. "All electrical equipment shall be labeled, listed, or certified by a Nationally Recognized Testing Laboratory accredited by the United States Occupational Safety Health Administration."
c. Certified acceptance test technician (ATT) is required to test applicable installed controls before the final occupancy permit is provided. ATTs are not required to be third-party inspectors and can be the installing contractor certified via a California Energy Commission approved Acceptance Test Technician Certification Provider (ATTCP).
d. "The maximum combined voltage drop on both installed feeder conductors and branch circuit conductors to the farthest connected load or outlet shall not exceed 5 percent."

RESPONSE:

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MECHANICAL COMMENTS – HENRY PIO, P.E. / HENRY.PIO@BUREAUVERITAS.COM

M1. The licensed professional who takes the responsibility of the mechanical plans shall be a mechanical engineer or architect. Fire Protection engineer license is not acceptable.
RESPONSE:

M2. The minimum outside air that is provided shall not be less than the requirement of T24 BEES section 120.1, i.e. 15 CFM per person. Revise the plans to satisfy T24 requirement. Revise the "OUTSIDE SUPPLY AIR CALCULATIONS"
RESPONSE:

M3. Filters shall be MERV-13 minimum. The Rooftop Unit Schedule on the submitted plans shows MERV-8, revise the plans to indicate the correct filters.
RESPONSE:

PLUMBING COMMENTS - MARTIN PASAMBA/ MARTIN.PASAMBA@BUREAUVERITAS.COM

P1. The licensed professional who takes the responsibility of the mechanical plans shall be a mechanical engineer or architect. Fire Protection engineer license is not acceptable.
RESPONSE:

P2. The minimum slope for gravity drainage pipes shall be 2% (1/4" per foot) minimum, revise the plans to reflect 2% slope. Call out the slope on the plumbing floor plan.
RESPONSE:

STRUCTURAL COMMENTS - MARTIN PASAMBA/ MARTIN.PASAMBA@BUREAUVERITAS.COM

S1. Provide a complete set of roof framing plans for fuel canopy. Include details and references at appropriate locations. Additional corrections may apply once the plans can be thoroughly checked. [§107.2 CBC]

S2. Please provide structural calculations. Calculations shall include analysis for supporting beams, posts, foundation and complete lateral analysis. Plans and calculations shall be prepared and signed by a licensed architect or a registered engineer [§5536.1, 6735 California Business and Profession Code] *Please provide for Service Building, Fuel Canopy, anchorage & baseplate calculations for fuel dispenser, equipment, rack & shelving, trash enclosure walls, etc. Additional comments may follow upon a complete submittal.*
RESPONSE:

S3. Please provide truss layout & calculations for truss system of service building as shown on sheet FSS3. Please have EOR provide a review conformance letter or stamp identifying the truss layout & calculations have been incorporated into the design of the structure. Additional comments may follow upon review of truss package.
RESPONSE:

S4. Please provide manufacturer specifications of canopy attached to service building.
RESPONSE:

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S5. Soil bearing pressure is limited to 1500 lbs/sq ft. unless soils report recommends otherwise. [Table 1806.2 CBC]
RESPONSE:

S6. A soils investigation is required in Seismic Design Categories C, D, E, and F. In addition to the requirements of 1803.6, the report shall at a minimum address slope instability, liquefaction, total and differential settlement, and surface rupture, and lateral pressure on basements/retaining walls due to earthquake motions. The report shall also include an assessment of the potential consequences due to such factors. [§1803.5.11 CBC]
RESPONSE:

END OF COMMENTS

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[redacted]

Occupancy: B
Type of Construction: V
Sprinklers:
Stories: 1
Floor Area (s.f.): 1,041
Fire Hazard Severity Zone/ WUI: No
Fire Alarm: -

Bureau Veritas has completed the first plan review of the below listed documents on behalf of the [redacted]

GENERAL INSTRUCTIONS

1. This plan review has been made to verify conformance to minimum requirements of codes and ordinances adopted by the [redacted] in effect for this project include the 2019 editions of the California Building Code (CBC), California Green Building Code (CGBC), California Plumbing Code (CPC), California Mechanical Code (CMC), California Electrical Code (CEC), and California Energy Code (CEnC). The CBC is based on the 2018 editions of the *International Building Code*, which was published by the *International Code Council*. The CPC and CMC are based on the 2018 edition of the *Uniform Plumbing* and *Mechanical Codes*, respectively, which were published by IAPMO. The CEC is based on the 2017 edition of the *National Electrical Code* published by the National Fire Protection Association (NFPA). Applicable code sections are referenced after each item in this list.
2. These plans and documents have been reviewed for compliance with the applicable code requirements of the jurisdiction. The stamping of these plans shall not be held to permit or be an approval of a violation of any applicable codes and/or standards nor relieve the owner, design professional of record or contractor of compliance with any applicable codes and/or standards. Plan review of documents does not authorize construction to proceed in violation of any federal, state, nor local regulation.
3. The review does not necessarily include errors and omissions. Complete compliance is the responsibility of the designer.
4. All comments shall be resolved on the plans prior to the recommendation to the governing body for approval.
5. The comments identified in other sections of this review require clarifications/corrections before this plan check can be completed.
6. For reference for explanations in the examiner's comment sections, *italic* text refers to the initial submittals, **bold** text on second submittals, and underlined text on third submittals.
7. Please annotate your response in the areas on each comment, please see the comment section,
8. Submit a list **showing any changes to the plan** or previously submitted documents that are not the result of the plan check comments. Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.

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IN ORDER TO PROCESS THIS PLAN REVIEW PLEASE PROVIDE THE NAME AND PHONE NUMBER OF THE INDIVIDUAL WHO PREPARED THESE PLAN REVIEW RESPONSES
NAME: _____ PHONE: _____

Please provide THREE full new physical sets of plans or ONE full COMPLETE electronic submittal, with supporting documentation, and answers to ALL comments listed in the comment section and submit to:

[redacted]

Respectfully Submitted,

Charles Ruiz
Plans Examiner
250 N. Westlake Blvd., Ste. 150, Westlake Village, CA, 91362
Charles.ruiz@bureauveritas.com
805-230-2888

Please write the sheet number, detail number, and/or location indicating where the comment is located. ***Please be specific as to where comment items have been addressed so that recheck may be expedited.*** *To aid in the plan review process—please indicate in the space adjacent to each comment or on a separate sheet, the sheet and the exact location on the sheet where corrections have been made (e.g., Detail S of Sheet 3). Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.*

JURISDICTIONAL COMMENTS

1. Submit plans and supporting documents in electronic format to recheck@palmspringsca.gov. Plans submitted in electronic format must have restrictions remove from the security settings. Electronic plans with restrictions to markups, printing, or stamping will not be approved. If the file is larger than 25MB, please upload plans to https://spaces.hightail.com/uplink/PSBuilding
   Email subject line should read: RE-CHECK for (PERMIT # & ADDRESS)
   RESPONSE:_____

Client Response:

ARCHITECTURAL COMMENTS – CHARLES RUIZ, CHARLES.RUIZ@BUREAUVERITAS.COM

2. All sheets of the plans and the first sheet of the calculations are required to be signed by the California licensed architect or engineer responsible for the plan preparation. Please include the California license number, seal, and date of license expiration and the date the plans are signed. [§ 5536.1, 6735 California Business and Profession Code] *It appears stamp is missing from signature.*
   RESPONSE:_____

3. Provide a sheet index on the front sheet of the plans. [§ 107.2 CBC] *Please provide sheet K7.2 it appears details on sheet K7.0 refers to sheet.*
   RESPONSE:_____

4. Provide an egress plan showing the number of occupants for proposed space. Specify the required width and actual width of all egress components. (doors, stairways, corridors, etc.) Specify the travel distance for each area. [§107 CBC]
   RESPONSE:_____

5. Specify the existing and proposed uses of all rooms and areas. [§ 107.2 CBC] *Please provide separate existing/ proposed plans sheets for next submittal. Additional comments may apply.*
   RESPONSE:_____

6. Note on the plans: "All exits are to be openable from inside without the use of a key or special knowledge." In lieu of the above requirement, in Group A occupancies having an occupant load of 300 or less, Group B, F, M and S and in places of religious worship, you may note "Provide a sign on or near the exit doors reading ***THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED***." This signage is only allowed at the main exit. [§ 1010.1.9 & 1010.1.9.3 CBC]
   RESPONSE:_____

Client Response:

ACCESIBILITY COMMENTS - CHARLES RUIZ, CHARLES.RUIZ@BUREAUVERITAS.COM

7. [§11B-202.1 CBC] Additions and alterations to an existing building or facilities shall comply with the following: *Additional comments may apply.*
   a. The area alteration or addition must fully comply.
      RESPONSE:_____
   b. A primary entrance to the building or facility and the primary path of travel from accessible parking and from the public way to the specific area of alteration or addition must fully comply.
      RESPONSE:_____
   c. Sanitary facilities, and, when provided, drinking fountains and public telephones, serving the alteration or addition must fully comply.
      RESPONSE:_____

8. A circle 1/4" thick, 12" in diameter, with a 1/4" thick triangle with a vertex pointing upward superimposed on and geometrically inscribed within the circle and within the 12" diameter, shall be provided at entrances to unisex toilet and bathing facilities. The vertices of the triangle shall be located 1/4" maximum from the edge of the circle. The triangle symbol shall contrast with the circle symbol, either light on a dark background or dark on a light background. The circle symbol shall contrast with the door, either light on a dark background or dark on a light background. [§11B-703.7.2.6.3 CBC]
   RESPONSE:_____

9. [§11B-604 CBC] **Water Closets and Toilet Compartments:**
   d. Water closet shall be positioned with a wall or partition to the rear and to one side. [§11B-604.2 CBC]
      RESPONSE:_____
   e. The centerline of the water closet shall be 17" minimum to 18" maximum from the side wall or partition, except that the water closet shall be 17" minimum to 19" maximum from the side wall or partition in ambulatory accessible toilet compartments. Water closets shall be arranged for a left or right handed approach. [§11B-604.2 CBC]
      RESPONSE:_____
   f. Clearance around a water closet shall be 60" minimum measured perpendicular from the side wall and 56" minimum measured perpendicular from the rear wall. A minimum 60" wide and 48" deep

maneuvering space shall be provided in front of the water closet. [§11B-604.3 CBC]
RESPONSE:_____

g. The seat height of a water closet above the finish floor shall be 17" minimum and 19" maximum measured to the top of the seat. Seats shall not be sprung to return to a lifted position. Seat shall be 2" high maximum, except that 3" seats shall be permitted only in alterations where the existing fixture is less than 15" high. [§11B-604.4 CBC]
RESPONSE:_____

h. Water closet flush controls shall be hand operated or automatic. Flush controls shall comply with operable parts requirement except that they be located 44" maximum above the floor. Flush controls shall be located on the open side of the water closet except for ambulatory accessible. [§11B-604.6 CBC]
RESPONSE:_____

i. A side-wall grab bar shall be provided and shall be located on the wall closest to the water closet. In addition, a rear-wall grab bar shall be provided. Where separate grab bars are required on adjacent walls at a common mounting height, an L-shaped grab bar meeting the dimensional requirements for side-wall and rear-wall grab bars shall be permitted. [§11B-604.5 CBC]
RESPONSE:_____

j. The side-wall grab bar shall be 42" long minimum, located 12" maximum for the rear wall and extending 54" minimum from the rear wall with the front end positioned 24" minimum in front of the water closet. The rear-wall grab bar shall be 36" long minimum and extend from the center line 12" minimum on one side and 24" minimum on the other. [§11B-604.5.1 CBC]
RESPONSE:_____

10. Where dining and work surfaces are provided, at least 5 percent of the seating and standing spaces shall comply with an accessible clear space, and a dining/work surface top height of 28" minimum and 34" height maximum above the finish floor or ground. [§11B-226.1 CBC]
RESPONSE:_____

11. Curb ramps and blended transitions shall have detectable warnings. Detectable warnings shall extend 36" in the direction of travel. Detectable warnings shall extend the full width of the ramp excluding any flared sides. Detectable warnings shall consist of raised truncated domes. Truncated domes shall have a base diameter of 0.9" minimum and 0.92" maximum, a top diameter of 0.45" minimum and 0.48 maximum, and a height of 0.18 minimum and 0.22 maximum, a center-to-center spacing of nominal 2.3" minimum and 2.4" maximum and a base-to-base spacing of 0.65" minimum, measured between the most adjacent domes on a square grid. The detectable warning shall contrast visually with adjacent walking surfaces, either light on dark or dark on light. The material used to provide contrast shall be an integral part of the surface. Warning surfaces shall differ from adjoining walking surfaces in resiliency or sound on cane contact. [§11B-406.5.12 CBC]
RESPONSE:_____

Client Response:

ENERGY COMMENTS - MORTEZA BEHESHTI, P.E., MORTEZABEHESHTI@BUREAUVERITAS.COM

12. Provide a complete Mechanical, Electrical and Plumbing fixtures energy design detailing compliance with the Mandatory Measures and either the Performance or Prescriptive Methods of compliance.
RESPONSE:_____

13. A complete energy plan check will be performed after completed and/or the corrected energy design has been provided.
RESPONSE:_____

14. For the lighting design provide Local lighting control, Multi-level Control, Shut-Off Control, Daylighting Control. ES 130.1
    RESPONSE:_____

15. Each floor, each space (not exceeding 5,000 square feet), and each type (general, display, and ornamental) of lighting shall be individually capable of being automatically shut-off when the building is unoccupied. Include the control design. Automatic time switch control requires a 2 hour override. ES 130.1(c)
    RESPONSE:_____

16. Occupancy controls are required to shut off all lighting. ES 130.1(c)5
    RESPONSE:_____

Client Response:

ELECTRICAL COMMENTS - MORTEZA BEHESHTI, P.E., MORTEZABEHESHTI@BUREAUVERITAS.COM

17. The licensed professional to stamp and sign all plans per the California Business and Professions Code.
    RESPONSE:_____

18. Please provide completed electrical plans for the proposed changes for review. Include existing equipment and new proposed changes to demonstrate compliance with the electrical code. I.e., egress lighting, hood design electrical design and Ansul and other interlock systems requirements.
    RESPONSE:_____

19. Provide existing single line diagram ifintroducing a new panel. Include the following information:
    a. Number of meters.
    b. Service electrical description: (amperes, phase and voltage).
    c. Feeder overcurrent device and conductor sizing.
    d. Specify the Utility fault current available at the service equipment.
    e. For fault current mitigation, describe the electrical distribution equipment design as “engineered”, “fully rated” or “series rated”. Include the AIC specification rating of overcurrent devices throughout the system.
    RESPONSE:_____

20. For buildings that require two or more exits, emergency illumination is required to be installed at *exterior* exit door landings and/or vestibules. Please provide. CBC 1008.3.2
    RESPONSE:_____

21. Ground fault circuit protection is required for commercial kitchens per CEC 210.8.
    RESPONSE:_____

Client Response:

MECHANICAL COMMENTS - MORTEZA BEHESHTI, P.E., MORTEZABEHESHTI@BUREAUVERITAS.COM

22. The licensed professional to stamp and sign all plans per the California Business and Professions Code.
    RESPONSE:_____

23. Provide Health department Approvals for Review.
    RESPONSE:_____

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24. Include the following information for the existing HVAC requirements: Interior spaces intended for human occupancy shall be provided with active or passive space-heating systems capable of maintaining a minimum 68 degrees Fahrenheit at a level 3' off of the floor. Show basis for compliance. CBC 1204.1
RESPONSE:_____

25. Ensure the required smoke detection in the supply air duct of an *"air-moving system*" to shut-off of equipment for smoke control is provided. CMC Section 608.1
RESPONSE:_____

26. Electrical outlets are required to be installed within 25' of mechanical equipment. Please include outlet locations, the receptacle specifications (GFCI & weather-resistant), and the extra duty cover specification. CMC 303.8.5 & CEC 210.63
RESPONSE:_____

27. Provide the Kitchen exhaust and make-up air design for the kitchen Hood. See more comments regarding the new hood system below.
RESPONSE:_____

28. The ventilation air supply shall be sufficient to provide make-up air for exhaust systems. Provide an air balance schedule and specify all exhaust and make-up air systems that are required to be electrically interlocked. CMC 505.3
RESPONSE:_____

29. Environmental exhaust duct terminations may be no closer than 3' from a property line or 3' from openings back into the building. Revise the duct layout or clearly note on the plans that the exhaust termination will be no closer than 3' to the window. CMC 502.2.1
RESPONSE:_____

30. Product conveying exhaust terminations may be no less than 10' above grade, to the property line, or from openings back into the building or 3' from an exterior wall or roof. CMC 502.2.2
RESPONSE:_____

31. Provide complete kitchen hood plans, details, CAPTIVR AIR designs and calculations to show compliance with CMC, Chapter 5, Part II:
    a. Provide exhaust sizing calculations for kitchen hoods. CMC 508.10.1.1
    b. Show the required replacement air for each kitchen hood. Include an air balance schedule. CMC 511.3
    c. Provide grease duct air velocity calculations. (Minimum 500 fpm, Maximum 2,500 fpm) CMC 511.2.
    d. If *not installed interior* of an enclosure, then provide a section detail for the hood showing the relative dimensioned locations for the hood, duct, ceiling, and overhead construction framing of the floor or ceiling detailing minimum clearances. Be sure to describe the construction materials (combustible, limited combustible or non-combustible) used adjacent to the hood and duct. CMC 507.3
    e. Describe the wall construction behind the hood on provided details. If combustible, provide the hood installation instructions allowing installation adjacent to combustibles or include detailing of the clearance reduction design on the plans themselves. CMC 507.4
    f. A duct shaft is required in all multistory buildings and in (1 story buildings with rated roof/ceiling assemblies). Provide a shaft design complying with CMC 510.7
    g. The duct shaft size exceeds the building framing spacing. Revise the duct and shaft size or detail the modifications necessary to the building framing.
    h. Detail the slope (1/4"/foot/minimum) on the horizontal grease duct back towards the hood. CMC 510.1.3

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i. Detail the kitchen hood duct termination clearances as per CMC 510.9 (Type I) or CMC 510.10 (Type II).
RESPONSE:_____

32. Show the required cleanouts CMC 510.3.3) for the grease duct:
    a. At changes in direction and
    b. Horizontal ducts require at least one 20" X 20" opening for personnel entry. Note: If access sizing (20" X 20") is not possible, cleanouts are required to be installed every 12'.
    c. If the duct is not accessible from a 10' stepladder, a platform is required. Please detail. CMC 510.3.3.2
    d. Vertical ducts require an access at the top or, if personnel entry is not possible, a cleanout at each floor level.
    RESPONSE:_____

33. Deep fat fryers must be installed no closer than 16" from the fryer to surface flames from an adjacent appliance. CMC 515.1.1.3.
RESPONSE:_____

34. When relocating or installing new ductwork specify compliance with CMC 603.4.1 for length limitations for factory made flexible air ducts (5') and use (not to be used for rigid elbows or fittings).
RESPONSE:_____

35. ANSUL system has not be specified or designed. Please provide completed fire protection and integration with fire alarm system(s) for review.
RESPONSE:_____

Client Response:

PLUMBING COMMENTS – MORTEZA BEHESHTI, P.E., MORTEZABEHESHTI@BUREAUVERITAS.COM

36. The licensed professional to stamp and sign all plans per the California Business and Professions Code.
RESPONSE:_____

37. Provide Health department Approvals for Review.
RESPONSE:_____

38. Please complete the plumbing plans for review. The following comments are based per provided plans.
RESPONSE:_____

39. Indirect waste pipe for ice-making machines shall be not less than the drain on the unit and in no case less than 3⁄4 of an inch (20 mm). CPC 801.3.1
RESPONSE:_____

40. Please complete the waste and vent diagrams by including the pipe size(s) for Ice maker drain; the slope and direction of all pipes.
RESPONSE:_____

41. Provide a plumbing material schedule on the plans describing the following systems: Potable water piping, the drain, waste, and vent piping, gas piping, and the roof drains.
RESPONSE:_____

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42. Provide the site plumbing plans showing the locations of the gas and water meters, the site gas and water supply piping and the pipe sizing, cleanouts, routes, and slopes for both the sewer and storm drainage systems.
RESPONSE:_____

43. Please provide a commercial kitchen grease interceptor design for review. Provided detail to cut off the pie is unclear. Please correct and clarify design.
RESPONSE:_____

44. For backwater valve review, please show the upstream sewer manhole rim and finished floor elevations. CPC 710.0
RESPONSE:_____

45. Please include information or completed calculations and specification (and other venting details etc) for the Grease Interceptor.
RESPONSE:_____

46. Please include UL 197 listing information for the kitchen equipment shown.
RESPONSE:_____

47. If designing a combination waste and vent system: Detail the tailpiece connection, pipe sizing, and identify the limits of the combination waste and vent system. CPC 910.0 & Appendix "B".
RESPONSE:_____

48. Detail how the floor drain trap seal is to be maintained. CPC 1007.0
RESPONSE:_____

49. Floors shall slope to the floor drain(s) location(s). Please detail on the architectural floor plans. CPC 418.5
RESPONSE:_____

50. Hot water is required for public use washing fixtures such as lavatories. Please provide or indicate existing design. CPC 601.2.
RESPONSE:_____

51. Show the required self closing or self closing metering faucets for the lavatories intended to serve the restaurant. CPC, Section 407.4.
RESPONSE:_____

52. Describe the method of compliance for temperature limitations for the following fixture types: (public use lavatories (limited to 110 degrees/ Energy Standards 110(c)3) and (bathtubs, bidets, and showers (120 degrees/CPC 408.3, 409.4).
RESPONSE:_____

53. Provide gas line plans and calculations showing gas demands, pipe lengths, and pipe sizing. CPC 1216.0
RESPONSE:_____

54. Detail the gas regulator requirements: An accessible shut-off valve installed prior to the regulator and vented to the exterior. CPC 1208.7.5(1) & 1210.11
RESPONSE:_____

55. Include the gas piping sediment trap installed downstream of the appliance shutoff valve as close to the inlet of the appliance as practical. Exceptions: Appliances with an internal sediment trap,(or) ranges, clothes

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dryers, gas fireplaces, and outdoor grilles. CPC 1212.8.
RESPONSE:_____

56. Provide the following information concerning the water heater:
    a. Show water heater type, size, and location on plans. CPC 501.0
    b. Show that water heater is adequately braced to resist seismic forces. Provide two straps. One strap at top 1/3 of the tank and one strap at bottom 1/3 of the tank. CPC 507.2
    c. Show P & T valve on water heater and detail the drain routing to the exterior. It may not be installed upwards from the valve. CPC 608.5
    d. Detail the requirements for the attic installation of water heaters: access opening sizing, passageway description (available height, maximum length and minimum width, walkway material type, platform sizing, the light and receptacle placement, and the overflow protection. CPC 507.4 & 508.4
    e. Provide combustion air design: Show opening sizes and routing of ducts. CPC 506.0
    f. Detail the water heater vent installation: Size, routing, slope, and termination location (Minimum 8' from vertical surfaces). CPC 509.0
    g. Gravity vent water heaters may not be installed in the same area with air moving equipment (clothes dryers). Please address.
    RESPONSE:_____

Client Response:

STRUCTURAL COMMENTS – CHARLES RUIZ, CHARLES.RUIZ@BUREAUVERITAS.COM

57. Please provide calculations for new hood anchorage.
    RESPONSE:_____

Client Response:

END OF COMMENTS

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Project Description: New SFR with Subterranean Garage, Basement, Pool/spa foundation walls, site walls, new pool/spa inside edge, landscape, vehicular gate/pilasters, water features, new 600 amp, ejector sum pump/foundation pumps, elevator, xerexes 6000 gallon below groun pool
Project Address: [redacted]
Application/ Perm[redacted]

Occupancy: R3/U
Type of Construction: VB
Sprinklers: Yes
Stories:
Floor Area (s.f.):
Fire Hazard Severity Zone/ WUI: Yes
Flood Zone: -
Fire Alarm: -

Bureau Veritas has completed the first plan review of the below listed documents on behalf of the [redacted]

GENERAL INSTRUCTIONS

- This plan review has been provided to verify conformance of the minimum requirements of codes and ordinances adopted by the [redacted]. Codes in effect for this project include: Building Code (Title 26), Electrical Code (Title 27), Plumbing Code (Title 28), Mechanical Code (Title 29), Residential Code (Title 30), Green Building Standards Code (Title 31), Existing Building Code (Title 33) of the 2023 Los Angeles County Code, adopting the 2022 edition of Title 24 of the California Code of Regulations. Part 6 of Title 24 of the California Code of Regulations has been adopted as the Energy Code for the City.
- Before approval for code compliance or issuance of a building permit, the documents included for construction require the information, revisions, and comments indicated on the following pages. The approval of plans and specifications does not permit the violation of any section of the building code, ordinance, or law.
- Respond individually to each correction item provided on this list. Space has been provided below each comment for your responses. Corrections that do not include a response will remain on this list pending applicant response.
- If red marks are provided with this correction list, responses shall be included in a distinguishable color adjacent to the red mark. Please resubmit all red-marked plans along with the revised plans upon the following submittal to the City.
- Cloud all changes made to the revised plans upon each subsequent plan submittal in order to expedite the plan review.
- Notify staff of any significant changes made to the plans that are not a direct result of the correction items provided below.

IN ORDER TO PROCESS THIS PLAN REVIEW PLEASE PROVIDE THE NAME AND PHONE NUMBER OF THE INDIVIDUAL WHO PREPARED THESE PLAN REVIEW RESPONSES
NAME: _____ PHONE: _____

Please provide ONE full COMPLETE electronic submittal, with supporting documentation, and answers to ALL comments listed in the comment section and submit to:

[redacted]

Respectfully Submitted,

Architectural/Structural:
Joe Medina, M.S. | joe.medina@bureauveritas.com | 626.325.9800

Grading/ Landscape/ Irrigation:
Abteen Shirehjini, MSSE, PE | abteen@shirehjini.com | 213.459.0954

Please write the sheet number, detail number, and/or location indicating where the comment is located. ***Please be specific as to where comment items have been addressed so that recheck may be expedited.*** *To aid in the plan review process—please indicate in the space adjacent to each comment or on a separate sheet, the sheet and the exact location on the sheet where corrections have been made (e.g., Detail S of Sheet 3). Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.*

JURISDICTIONAL COMMENTS

1. Provide a statement on the title sheet of the plans stating that this project shall comply with: Building Code (Title 26), Electrical Code (Title 27), Plumbing Code (Title 28), Mechanical Code (Title 29), Residential Code (Title 30), Green Building Standards Code (Title 31), Existing Building Code (Title 33) of the 2023 Los Angeles County Code, adopting the 2022 edition of Title 24 of the California Code of Regulations. Part 6 of Title 24 of the California Code of Regulations has been adopted as the Energy Code for the City. *Update all notes on these plans to show compliance with latest adopted 2023 LA County Building Codes*
   RESPONSE:

2. All sheets of the plans and the first sheet of the calculations are required to be signed by the California licensed architect or engineer responsible for the plan preparation. Please include the California license number, seal, and the date the plans are signed. Section 5536.1, 6735 California Business and Profession Code. This comment will remain until final submittal.
   RESPONSE:

3. Please provide the City of Malibu Type V sheets on plans.
   RESPONSE:

4. Deferred submittals.
   (Include in cover list)

a. Fire sprinkler.
RESPONSE:

5. Separate submittal:
(Include in cover list)
   a. PV system.
   RESPONSE:

6. Energy Storage system required to be a **separate permit**. Please include it on the title sheet.
RESPONSE:

7. Provide Approved Fire department approval set **showing Occupancy Type.**
RESPONSE:

8. Remove the Not for Construction statement from plans.
RESPONSE:

9. Please include Linear feet of Site retaining walls that are being proposed on the scope of work
RESPONSE:

10. Please label proposed site walls on site plan to verify with permit description. Additional comments may apply.
RESPONSE:

11. Provide a Building Code Data Legend on the Title Sheet. [§ R106.1.1 CRC] Include the following code information for each building proposed:
   a. Floor Area _____
   b. APN # _____
RESPONSE:

12. Per site plan, a new 7,450 Gallon Microseptic tank is being proposed. Please provide any structural work if being done. Please provide the required documents and permits.
RESPONSE:

13. Per civil plan, 2 new 8,000 Gallon tanks are being proposed. Please provide any structural work if being done. Please provide the required documents and permits. Please Additionally, verify that tanks are rated for vehicular load.
RESPONSE:

14. A Xerexes 6000-gall underground pool overflow tank is being proposed per permit CC25-0024. Please provide location, and any structural items related to the proposed item. Such as walls, foundation, connection, etc.
RESPONSE:

ARCHITECTURAL COMMENTS

15. Finish grade around the structure/addition shall slope away from the foundation a minimum of 6" for a minimum distance of 10 feet. Include a note on the site plan or show on a foundation detail. [§R401.3 CRC]
    RESPONSE:

16. Buildings shall be setback from slopes steeper than 3:1 in accordance with CRC R403.1.7. Show building setbacks from slopes on the site plans where required. Show and specify height of slopes used to determine the required setbacks on the plans. [Figure §R 403.1.7.1 CRC]
    a. Show the setback distances from the top and toe of all slopes and the elevations of adjacent lots. Specify the height of the slope.
    b. Building foundations shall be located clear of the toe of all slopes by a minimum distance of ½ the height of the slope, but need not exceed 15 feet maximum.
    c. Building foundations shall be located clear of the top of all slopes or retaining structures by a distance of 1/3 the height of the slope, but need not exceed 40 feet.
    RESPONSE:

17. For sprinklered dwellings, openings between the garage and residence shall only need to be self-closing, self-latching. [§R302.5.1 CRC] Show for door 01B/01C
    RESPONSE:

18. Use minimum 26-gage metal ducts, where the wall or ceiling separating the garage from the dwelling is pierced by ducts. Ducts shall have no openings into the garage. [§R302.5.2 CRC]
    RESPONSE:

19. Other penetrations between the dwelling and the garage shall comply with CRC Sec. R302.11 Item 4. [§R302.5.3 CRC]
    RESPONSE:

20. The garage shall be separated from the dwelling unit and its attic area by means of a minimum ½" gypboard applied to the garage/carports side. Show on the floor plan or on a section. [§R302.6 & Table R302.6 CRC]
    RESPONSE:

21. Garages and/or carports beneath habitable rooms shall be separated from all habitable rooms above by not less than 5/8" type X gypboard. [Table R302.6 CRC]
    RESPONSE:

22. Please label separation item (not clear if it's a wall) of garage to lounge, and lounge to gym. Are these windows? Walls?

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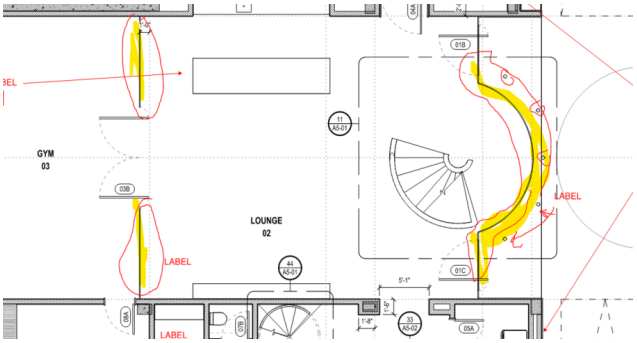

RESPONSE:

23. See previous comment. If glass is being proposed as separation of garage to lounge, note that this is **<u>not allowed</u>** per R302.5 CRC
    RESPONSE:

24. Newly constructed one-family dwellings with attached private garages shall comply with EV infrastructure requirements in accordance with the California Building Standards Code, Chapter 4, Division 4.1. [§R309.8 CRC]
    RESPONSE:

25. On window/door schedule, please be specific of which window will have safety glazing per section R308.4 CRC. Additional comments may apply after schedule revision
    RESPONSE:

26. For the window/door schedules, please show type on each corresponding item. Additional comments may apply.
    RESPONSE:

27. For the window/door schedules, please show U factor and SHGC coordinating with energy report.
    RESPONSE:

28. Please provide a note on plans that all glazing on showers will be tempered.
    RESPONSE:

29. Please provide drainage method/ slope for terrace/balconies.
    RESPONSE:

30. Provide 6" water feature construction detail. Show connections/waterproofing/construction material. Additional comments may apply
    RESPONSE:

31. Please clarify Bedroom 212 door. Plans show that it leads to a flat roof. Is this roof? Or a terrace/balcony? Please clarify and revise plans.
    Please note that this will be used as emergency egress.
    RESPONSE:

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32. Basements shall have not less than one operable emergency escape and rescue opening.[310.1 CRC]
    Emergency escape and rescue openings shall be maintained free of any obstructions other than those allowed by this section and shall be operational from the inside of the room without the use of keys, tools or special knowledge. Window opening control devices and fall prevention devices complying with ASTM F2090 shall be permitted for use on windows serving as a required emergency escape and rescue opening and shall be not more than 70 inches above the finished floor. The release mechanism shall be maintained operable at all times.
    RESPONSE:

33. Provide landings at exterior doors equal to the width of the door and a length in the direction of travel equal to 36 inches. Slope of exterior landings shall not exceed ¼" per foot (2% slope). [§R311.3 CRC]
    See red marks on plans.
    RESPONSE:

34. Landings at doors other than the required egress door shall not be more than 7-3/4" below the top of the threshold. [§R311.3.2 CRC]
    RESPONSE:

35. Provide light over stairs with switch top and bottom. [§R303.7 CRC]
    Provide for exterior stairs by study room leading to basement utility pool
    Exterior stairways shall be illuminated. [§R303.7, 8 CRC]
    RESPONSE:

36. Provide a minimum of 6 feet 8 inches clear above all portions of the stairs and landings. [§R311.7.2 CRC] This dimension is measured from a plane tangent to the stairway tread nosing.
    Provide height for exterior stairs by study room leading to basement utility pool
    RESPONSE:

37. Provide landing dimensions for spiral staircase by Bath 211. See red mark on sheet A1-02. [§R311.7.6 CRC]
    RESPONSE:

38. Stairway riser height shall not exceed 7.75 inches maximum and minimum run shall be 10 inches. [§R311.7.5 CRC]
    Show for details on sheet A5-01 and A5-02
    RESPONSE:

39. Detail stairway profile to comply with the requirements of CRC Sec. R311.5.
    Provide for exterior stairways and steps
    RESPONSE:

40. Please provide the following on stairways details for all type of stairs.

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- Handrails shall be placed between 34 inches and 38 inches above the nosing of treads and landings. [§R311.7.8.1 CRC]
  RESPONSE:
- The handgrip portion of the handrail shall be either Type I or Type II as described in CRC Sec. R311.7.8.5, or provide equivalent grasp ability.
  RESPONSE:
- Space between handgrip and wall shall be not less than 1 ½ inches. [§R311.7.8.3 CRC]
  RESPONSE:
- Spacing between intermediate rails of open handrails serving as required guards shall be less than 4 3/8 inches. [§R312.1.3 CRC Exception]
  RESPONSE:
- Handrails are required on at least one side of each continuous run of treads with four or more risers. Show stairway railing/handrail on the floor plan. [§R311.7.8 CRC]
  RESPONSE:
- Stairway handrails shall not project more than 4-1/2 inches on either side of the stairway. [§R311.7.8.2 CRC]
  RESPONSE:
- Handrail ends shall be returned or shall terminate in newel posts or safety terminals. [§R311.7.8.4 CRC]
  RESPONSE:

41. Provide plans and specifications for proposed spiral stairs. Show the rise, run, width, headroom, and handrails for stairs. Provide the listing information and manufacturer specification/installation sheets. Provide approved shop plans and verify shop is an approved fabricator by the Building Department. Detail all connections of stair to foundation, walls, decks, etc. Provide structural calculations for all connections. [§R311.7.10.1 CRC] *Additional comments may apply.*
    RESPONSE:

42. The walking surface of treads and landings of stairways shall not be sloped greater than 1:48 (2% slope). [§R311.7.7 CRC]
    RESPONSE:

43. SheetA1-03: Please see red marked item. Is this a skylight? Please clarify. If applicable, please provide ICC listing or similar of the proposed skylight.
    RESPONSE:

44. Provide drain and overflow drain call outs on roof plans. It's not clear where the location of the drains.
    Applicable for lower roof/terraces if required.
    RESPONSE:

45. [308.6.3 CRC] For fully tempered or heat-strengthened glass, a broken glass retention screen meeting the requirements of Section R308.6.7 shall be installed below the full area of the glass, except for fully tempered glass that meets Condition 1 or 2 listed in Section R308.6.5.

RESPONSE:

46. Unvented attic assemblies must comply with CRC Sec. R806.5. Assembly details and specifications shall be provided on the plans to demonstrate compliance.
RESPONSE:

47. It appears that are some small attic areas per section sheet. Please clarify ventilation/access. [§R806.2 CRC]
RESPONSE:

48. Provide the following for the Steam/sauna/spa
    - Manufacturer specifications/listing number on plans.
    - Attachment details to wall/foundation/roof.

    RESPONSE:

49. Please clarify and label if a fireplace is being proposed per detail IC4/A8-01.
Call out ICC Listing number, manufacturer's name and model number for manufactured fireplace. [§R106.1.1CRC]
Additional comments may apply.
RESPONSE:

50. [§R314.3 CRC] Smoke alarms shall be installed and maintained at all of the following locations:
    a. In each sleeping room. Primary bedroom 202 on sheet E-2.4
    RESPONSE:

51. The smoke alarms shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed. [§R314.4 CRC]
Exception. Interconnection is not required in buildings that are not undergoing alterations, repairs or construction of any kind.
RESPONSE:

52. Carbon monoxide alarms shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery backup. Wiring shall be permanent and without a disconnecting switch other than as required for overcurrent protection. [§R315.6 CRC]
RESPONSE:

53. Where more than one carbon monoxide alarm is required, the alarm shall be interconnected so that activation of one alarm activates all of the alarms in the individual unit. [§R315.5 CRC]
RESPONSE:

54. Note the requirements for carbon monoxide alarm/detection systems and installation on the plans. Carbon monoxide alarms shall be listed in accordance with UL 2034.

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Combination carbon monoxide and smoke alarms shall be listed in accordance with UL 2034 and UL 217. [§R315.1.1 CRC
RESPONSE:

55. At least one bathroom on the entry level shall be provided with reinforcement for grab bars, where there is no bathroom on the entry level, at least one bathroom on the second or third floor of the dwelling shall comply with CRC R327.1.1. Provide location and construction details showing compliance with this requirement.
RESPONSE:

56. Electrical receptacle outlets, switches and controls (including controls for heating, ventilation and air conditioning) intended to be used by occupants shall be located no more than 48 inches measured from the top of the outlet box and not less than 15 inches measured from the bottom of the outlet box above the finish floor. [§R327.1.2 CRC] See exceptions.
RESPONSE:

57. At least one bathroom and one bedroom on the entry level shall provide a doorway with a net clear opening of not less than 32 inches, measured with the door positioned at an angle of 90 degrees from the closed position; or, in the case of a two- or three-story single family dwelling, on the second or third floor of the dwelling if a bathroom or bedroom is not located on the entry level. [§R327.1.3 CRC]
RESPONSE:

58. Doorbell buttons or controls, when installed, shall not exceed 48 inches above exterior floor or landing, measured from the top of the doorbell button assembly. Where doorbell buttons integrated with other features are required to be installed above 48 inches measured from the exterior floor or landing, a standard doorbell button or control shall also be provided at a height not exceeding 48 inches above exterior floor or landing, measured from the top of the doorbell button or control. [§R327.1.4 CRC]
RESPONSE:

59. Please provide keynotes of exterior material on elevations to verify high fire hazard adequacy. What is being proposed? Stucco? Veneer? Etc.
RESPONSE:

60. Exterior wall covering shall be approved noncombustible material, ignition-resistant material (the ignition-resistant material shall be labeled for exterior use and shall meet the requirements of Section R337.4.2), fire-retardant-treated wood (the fire-retardant-treated wood shall be labeled for exterior use and shall meet the requirements of Section 2303.2 of the California Building Code). [§R337.7.3 CRC] *Provide material proposed.*
RESPONSE:

61. Roof gutters shall be provided with the means to prevent the accumulation of leaves and debris in the gutter. [§R337.5.4 CRC]
RESPONSE:

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62. The exposed roof deck on the underside of unenclosed roof eaves shall be approved noncombustible material, ignition-resistant material per section 704A.2, fire-retardant-treated wood labeled for exterior use and shall meet the requirements of Section 2303.2 of the California Building Code, materials approved for not less than 1-hour fire-resistance-rated construction on the exterior side per ASTM E119 or UL 263, one layer of 5/8" Type X gypsum board, or exterior portion of an approved one-hour wall assembly tested in accordance with ASTM E119 or UL 263. [§R337.7.5 CRC]
    Provide material proposed.
    RESPONSE:

63. Exterior porch ceilings shall be approved noncombustible material, ignition-resistant material, fire-retardant-treated wood labeled for exterior use per section 2303.2 of the California Building Code, materials approved for not less than 1-hour fire resistance-rated construction on the exterior side in accordance with ASTM E119 or UL 263, one layer of 5/8" Type X gypsum board, the exterior portion of an approved one-hour rated exterior assembly, or have the horizontal underside meet the performance criteria of SFM 12-7A-3 or ASTM E2957. [§R337.7.7 CRC]
    Provide material proposed.
    RESPONSE:

64. Enclosed eaves and eave soffits shall be approved noncombustible material, ignition-resistant material labeled for exterior use and Section R337.4.2, fire-retardant-treated wood per 2303.2 of the Building Code, materials approved for not less than 1-hour fire resistance-rated construction on the exterior side in accordance with ASTM E119 or UL 263, one layer of 5/8" Type X gypsum board, exterior portion of a 1-hour fire resistive exterior assembly applied to the underside of the rafter tails or soffit, or have the horizontal underside meet the performance criteria of SFM 12-7A-3 or ASTM E2957. [§R337.7.6 CRC]
    Provide material proposed.
    RESPONSE:

65. Exposed underside of floor projections over an exterior wall shall be approved noncombustible material, ignition-resistant material, fire-retardant-treated wood labeled for exterior use per section 2303.2 of the California Building Code, materials approved for not less than 1-hour fire resistance-rated construction on the exterior side in accordance with ASTM E119 or UL 263, one layer of 5/8" Type X gypsum board, the exterior portion of an approved one-hour rated exterior assembly, or have the horizontal underside meet the performance criteria of SFM 12-7A-3 or ASTM E2957. [§R337.7.8 CRC]
    Provide material proposed.
    RESPONSE:

66. Exterior doors shall be of approved noncombustible construction or ignition-resistant material, solid core wood having stiles and rails not less than 1-3/8 inches thick with interior field panel thickness no less than 1-1/4 inches thick, shall have a fire-resistance rating of not less than 20 minutes when tested according to NFPA 252 or meet the requirements of SFM-7A-1. [§R337.8.3 CRC]

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Show on door schedule
RESPONSE:

67. Exterior windows and exterior glazed doors shall be multipane glazing with a minimum of one tempered pane, glass block units, have a fire resistance rating of 20 minutes when tested in accordance with NFPA 257, or meet the requirements of SFM 12-7A-2. [§R337.8.2.1 CRC]
Show on door schedule and window schedule.
RESPONSE:

68. Enclosed framing in exterior balconies and elevated walking surfaces that are exposed to rain, snow or drainage from irrigation shall be provided with openings that provide a net-free cross-ventilation area not less than 1/ 150 of the area of each separate space. [§R317.1.3 CRC]

69. Where balconies or other elevated walking surfaces are exposed to water from direct or blowing rain, snow or irrigation, and the structural framing is protected by an impervious moisture barrier, all elements of the impervious moisture barrier system shall not be concealed until inspected and approved. [§R109.1.5.3 CRC]
RESPONSE:

70. Guardrails [§R312.1 CRC]
    a. Shall be installed along open-sided walking surfaces, including stairs, ramps, and landings, that are located more than 30” above the floor or grade below at any point within 36” horizontally to the edge of the open side. [§R312.1.1 CRC]
    b. Shall have a height of not less than 42” measured vertically above the walking surface, or the line connecting the leading edges of the treads. Guards located on the open side of stairs may have a height not less than 34”. [§R312.1.2 CRC]
    c. Shall be detailed showing adequacy of connections to resist the live loads prescribed in CRC Table R301.5.
    d. Openings between railings shall be less than 4”. The triangular opening formed by the riser, tread and bottom element of a guardrail at a stair shall be less than 6”. Guards on the open sides of stairs shall have openings less than 4-3/8”. [§R312.1.3 CRC]

Please label guardrails on plans and provide detailing.
RESPONSE:

71. Private residence elevators shall comply with ASME A17.1/CSA B44. [§R321.1 CRC]
RESPONSE:

72. Provide manufacturer listing number and detailing of elevator proposed. Additional comments may apply.
RESPONSE:

73. Please note that multiple red marks are on the plans. See all red marks on plans and provide responses.
    RESPONSE:

POOL/SPA (Please note that this is applicable for each body of water proposed, exterior and interior)

74. Pools [§3109.4.4.2 CBC] Provide and comply with at least two (state law, Senate Bill No. 442) of the following drowning prevention safety features.
    https://dpw.lacounty.gov/bsd/lib/fp/Building/Building%20Code%20Manuals/2017/BCM%203109.4.4%20A1%20Swimming%20Pools,%20Spas%20and%20Hot%20Tubs%20Enclosures%20and%20Safety%20Devices.pdf

    a. A pool enclosure in accordance with Section 3109.4.4.3.
    b. Removable mesh pool fencing meeting ASTM Specifications F2286 standards and a gate that is self-closing and self-latching which can accommodate a key lockable device.
    c. An approved safety pool cover meeting requirements of ASTM Specifications F1346-91.
    d. Exit alarms on those doors providing direct access to the pool.
    e. Self-closing, self-latching device with a release mechanism placed no lower than 54 inches above the floor on doors providing direct access from the home to the swimming pool.
    f. Swimming pool alarms that, when placed in pools, will sound upon detection of accidental or unauthorized entrance in the water meeting ASTM Standard F2208.

75. Show location of the security fence enclosing the pool. [§107.2 CBC]
    RESPONSE:

76. Clarify utility pool room on basement level. Is this for pool equipment? Additional comments may apply after clarification.
    RESPONSE:

77. Provide note on plans for suction outlets to be equipped with antientrapment grates. [§3109.2 CBC]
    RESPONSE:

78. Provide a hydrostatic relief valve. [§107.2 CBC]
    RESPONSE:

79. Provide information on typical lap splice, standard hook, minimum development length details, etc. on the plans. [§107.2 CBC]
    RESPONSE:

80. Show location of gas meter, water meter, draft hydrant, electrical panels, etc. on the site plan. [§107.2 CBC]

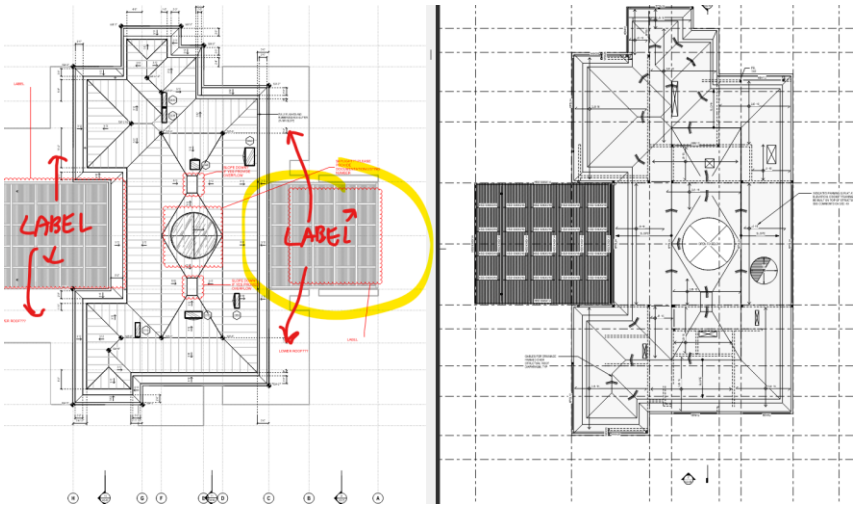
RESPONSE:

81. Provide at least one GFCI receptacle located a minimum of 6 feet and not more than 20 feet from inside of the pool. [§ 680.22 CEC]
RESPONSE:

82. If applicable, for the proposed pool pedestrian gate, gate will be required to comply with enclosure requirements. *Gate shall swing out, 3' wide.*
RESPONSE:

83. Provide location of proposed Sum pump and foundation pumps per permit CC25-0025.
RESPONSE:

84. Please label roofs on roof plan coordinating with structural. Label which ones are low roofs and trellises if applicable.



RESPONSE:

85. Clarify location of pool equipment on plans. Additional comments may apply.
RESPONSE:

GREEN BUILDING COMMENTS

86. For the proposed EV charging:
[4.106.4.1.1 CGBC] The service panel or subpanel circuit directory shall identify the overcurrent protective device for future EV charging as "EV CAPABLE". The raceway termination location shall be permanently and visibly marked as "EV CAPABLE".
RESPONSE:

ENERGY COMMENTS

87. Revise key note 6 on sheet M-2.1 to show correct kitchen hood CFM.

In kitchen specify the local exhaust system vented to outdoors, the minimum exhaust rate shall follow table 150.0-G. At electric range add note on plan: no gas hook up at stove. (BEES 150(o), Exc. 5 to 150.2(a), & ASHRAE Std. 62.2). The minimum duct sizing shall comply with Table 150.0_H

Table 150.0-G:

DWELLING UNIT FLOOR AREA (ft^2)	HOOD OVER ELECTRIC RANGE	HOOD OVER NATURAL GAS RANGE
>1500	110 cfm	180 cfm
>1000-1500	110 cfm	250 cfm
750-1000	130 cfm	280 cfm
<750	160 cfm	280 cfm

RESPONSE:

88. Clearly show on a section or details the insulation and its R-value. [§R106.1 CRC] Additional comments may apply.
RESPONSE:

89. IAQ fan of 403 cfm required per energy report. Please provide location/amount on plans
RESPONSE:

90. [CEnC Section §150.0 (t)-(v)] New construction shall comply with the following Electric Readiness requirements:
    a. Heat pump space heater ready: if a natural gas or propane furnace is installed, add the following notes on plan [CEnC Section 150.0(t)]:
        i. Install dedicated 240-volt, 30 amp branch circuit wiring within 3 ft from the furnace and accessible to the furnace with no obstructions.
        ii. Reserve space on the main electrical service panel to allow for the installation of a double pole circuit breaker for future furnace installation.
    b. Electric cooktop ready: if a gas or propane cooktop serves individual dwelling units, add the following notes on plan [CEnC Section §150.0(u)]
    c. Install dedicated 240-volt, 50 amp branch circuit wiring within 3 ft from the cooktop and accessible to the cooktop with no obstructions.
    d. Reserve space on the main electrical service panel to allow for the installation of a double pole circuit breaker for future cooktop installation.
    e. Electric clothes dryer ready: if a clothes dryer location has gas or propane plumbing, add the following notes on plan (CEnC Section 150.0 (v)):
    f. Install dedicated 240-volt, 30 amp branch circuit wiring within 3 ft from the clothes dryer and accessible to the clothes dryer with no obstructions.

Reserve space on the main electrical service panel to allow for the installation of a double pole circuit breaker for future clothes dryer installation.
RESPONSE:

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ELECTRICAL COMMENTS

91. Please verify new outdoor lighting meets Dark Sky requirements. Please specify the specific lighting with specifications on plans to verify Dark Sky requirements are met. See link for more information. https://www.malibucity.org/705/Dark-Sky-Ordinance
    RESPONSE:

MECHANICAL COMMENTS

92. Provide typical details of HVAC units placed in attic.
    [§304.4 CMC] Show the following on the plans for heating/cooling equipment installed in the attic:
    a. Attic access a minimum of 22”x30” not over 20’ from the equipment.
    b. Unobstructed passageway 24” wide x 30” high with solid continuous flooring from the access to the equipment/control panel. The passageway shall be at least as large as the largest component of the appliance.
    c. A level, unobstructed work platform not less than 30” square in front of the equipment with 30” headroom. [§304 CMC]
    d. A 120V receptacle and a light near the equipment. The light switch shall be located at the attic access.
    RESPONSE:

PLUMBING COMMENTS

93. The city requires a full set of Mechanical, Electrical, and Plumbing (MEP) plans for new single family residences and its accessory structures 3,000 square feet or greater in total floor area. General requirements for permit issuance are based on the 2023 Los Angeles County Code, adopting the 2022 edition of Title 24 of the California Code of Regulations. The following list of requirements is not exhaustive. Additional information may be required upon plan review.
    - Riser diagrams to be provided for structures greater than one story.
      RESPONSE:

94. For the plumbing gas diagram on sheet P-1.1, please verify that spa/sauna/steam rooms are being counted if applicable.
    RESPONSE:

95. Please revise water heater labeling on sheet P-1.1. One of the water heaters shall be WH2 (40 gall per energy report)
    RESPONSE:

STRUCTURAL COMMENTS

96. CALCULATIONS AND PLANS ARE INCOMPLETE FOR THE PROPOSED WORK.
    The correction list reflects only obvious deficiencies and in no way represents a complete correction list. A thorough plan check will be done upon receipt of complete plans and calculations. [§R106.1.1 CRC]
    RESPONSE:

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97. Provide detail callouts on all framing and foundation plans. A thorough plan check will be done upon receipt of complete drawn plans. [§107.2 CBC] See examples on plans. Please note that red marked call outs shown do not reflect all deficiencies. Multiple call outs are required.
RESPONSE:

98. E-tabs Gravity calculations do not show loading for each framing items to verify DL, LL, tributary widths, lengths, earthquake loads, overstrength, etc. Plan check for gravity cannot be performed without the listing items. Provide complete calculations to verify load adequacy. Additional comments may apply.
RESPONSE:

99. Please note that multiple beams are not being labeled and some not matching with calculations. Please coordinate with calculations [§107.2 CBC]
RESPONSE:

100. Please provide TJI joists and J joists calculations. [§107.2 CBC]
RESPONSE:

101. [§107.2 CBC] Provide calculations for the Basement retaining walls. Provide calculations for retrained and cantilevered.
Please be aware that surcharge from pool and water features may be required for some walls
RESPONSE:

102. [§107.2 CBC] Provide calculations for the Pool/spa retaining walls (interior and exterior pools)
RESPONSE:

103. [§107.2 CBC] Provide calculations for the Driveway leading to basement retaining walls.
RESPONSE:

104. [§107.2 CBC] Provide calculations for the Site Retaining walls.
RESPONSE:

105. It appears that per calculations (pg. 6 / 108), Ordinary moment frames and special reinforced concrete shear walls are being proposed. Please show location on plans and complete calculations. [§107.2 CBC] Additional comments may apply.
RESPONSE:

106. A 6000-gall underground tank is being proposed. Please provide any structural items related to the proposed item. Such as walls, foundation, etc. Please verify that tank is rated for Vehicular load is applicable
RESPONSE:

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107. Please complete the City of Malibu's Structural Observation Form. Provide completed form on plans and please have the EOR mark which structural observations will be for the proposed work. [§107.2 CBC]
RESPONSE:

108. Structural calculations are required for post support and anchorage if the gate is swinging.
Security Gate [§107.2 CBC]
RESPONSE:

109. For the proposed security Gate, please provide complete structural plans. [§107.2 CBC]
RESPONSE:

110. Calculations are required for CMU/ concrete posts of any height. If applicable for gate[§107.2 CBC]
RESPONSE:

111. For roof / floor diaphragms, please show nailing on schedule. Currently legend does not show reference detail to verify nailing coordinating with structural calculations. Additional comments may apply.
RESPONSE:

112. Please show shear walls on the roof plans showing shear transfer from roof to floors.
RESPONSE:

113. Please label and provide details of shear walls landing on basement retaining walls. [§107.2 CBC] Additional comments may apply.
RESPONSE:

114. Label size and provide details of all posts on foundation/floor plans. [§107.2 CBC]Additional comments may apply.
RESPONSE:

115. Sheet S2-02: Please provide second floor deck framing calculations showing load to verify adequacy of steel trellis loads landing on deck.
RESPONSE:

116. Show HSS trellis attachment to wood shear walls below.
RESPONSE:

117. Provide concrete columns calculations per detail provided. If not applicable, remove non applicable details. [§107.2 CBC]
RESPONSE:

118. S2-03 Clarify lateral system of HSS trellis roof cover. [§107.2 CBC]

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RESPONSE:

119. Provide Foundation/gravity calculations for the proposed spiral stairs. *Show attachment for each floor.*
RESPONSE:

120. Provide the following for the elevator
- Foundation pad calculations
- Hoist beam and gravity design
- Attachment for each floor.

RESPONSE:

121. Provide 6" water feature construction detail. [§107.2 CBC] Additional comments may apply
RESPONSE:

122. Provide reinforcement for all concrete slabs on F3 keynote on legend. Coordinate with calculations [§107.2 CBC]
RESPONSE:

123. Provide suspended slab detailing. Additional comments may apply.
RESPONSE:

124. Please coordinate slab thickness from plans with calculation design. [§107.2 CBC]

Concrete Slab Design

Foundation Design

Two-Stage Analysis Procedure

The concrete podium deck will be designed per the Two-Stage Analysis Procedure, set forth in Section 12.2.3.2 of ASCE 7-16. The podium deck consists of a 13" suspended slab with drop panels, special reinforced concrete shear walls, and interior concrete columns. The lateral force resisting system, SRCSW, is designed with a response modification factor of 5.0. Per the requirements for the Two-Stage Analysis Procedure prescribed in Section 12.2.3.2 of ASCE 7-16, the reactions from the upper portion shall be amplified by the ratio R/rho of the upper structure (superstructure) above the podium deck over R/rho of the lower structure (substructure).

R/rho_upper = 5/1.3
R/rho_lower = 5/1.3

Ratio = 1.0

=> The reactions from the upper portion will be amplified by 1.0 for the design of the podium deck

RESPONSE:

125. Typical pile and gradebeams details are being proposed. Please remove non applicable items. [§107.2 CBC]
RESPONSE:

126. Provide detailing of location where punching shear check was made. Per calculations. Additional reinforcement was provided. [§107.2 CBC] Provide detail call outs.
RESPONSE:

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127. Please note that foundation report provided is from 2021, using 2019 CBC code. Please provide an addendum to show correct code cycle. [§107.2 CBC] Additional comments may apply.
RESPONSE:

128. On foundation notes on sheet S1-10, please include all soils report and addendums applicable for the project. [§107.2 CBC]
RESPONSE:

129. Provide **stamped plans from the soils engineer** confirming that the foundation plans, civil plans, retaining walls, slope setbacks, grading plans and specifications have been reviewed and that it has been determined that the recommendations in the soil report are properly incorporated in the plans. [§1803.6.5 CBC]
RESPONSE:

130. Please note that multiple red marks are shown on plans. Revise all red marks and provide responses.
RESPONSE:

GRADING COMMENTS

131. All sheets of the plans are required to be signed by the California licensed engineer responsible for the plan preparation. Please include the California license number, seal, and the date the plans are signed. [§ 5536.1, 6735 California Business and Professions Code] *This comment will remain until final submittal.*
RESPONSE:

132. C sheets: Remove note from title block, "FOR PLAN CHECK ONLY THESE DRAWINGS ARE NOT INTENDED FO CONSTRUCTION". [§ 5536.1, 6735 California Business and Professions Code] *This comment will remain until final submittal.*
RESPONSE:

133. Grading Plans Signed by Soils / Geologist Engineers with note that plans have been reviewed and conforms to recommendations of soils engineer/geologic report. [§ J104.3 LACBC] *This comment will remain until final submittal.*
RESPONSE:

134. Provide soils report grading, excavation, drainage, and retaining wall subdrain recommendations on the grading plans. [§ J104.3 LACBC]
RESPONSE:

135. Provide supporting documents for cut/fill/over-excavation volumes. [§ 106 LACBC]
RESPONSE:

136. Sheet C1.0`: Clarify geology/geotechnical report numbers and dates. [§ 106 LACBC]

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RESPONSE:

137. Sheet C1.0: Indicate the WDID number. [§ 106 LACBC]
RESPONSE:

138. Sheet C1.0: Include the date for the coastal development permit note.

CONDITIONS OF APPROVAL

THIS PLAN CONFORMS TO THE COASTAL DEVELOPMENT PERMIT CONDITIONALLY APPROVED BY THE CITY FOR 20741 LAS FLORES MESA DRIVE ON _____.

RESPONSE:

139. C sheets: Provide labeled 1-foot contours for slopes <10%. Provide labeled 5-foot contours for slopes >10%. [§ 106 LACBC]
RESPONSE:

140. [§ 106 LACBC] The following note shall be added to the grading plan:

"As Civil Engineer/Land Surveyor of this project, I have identified the location of all easements which are depicted on these plans. I have reviewed the proposed easement documents and verified the proposed construction does not conflict or interfere with the intended easement use."

_____ _____
Civil Engineer/Land Surveyor (Stamp and Signature) Date

RESPONSE:

141. Existing/proposed locations of the OWTS do not appear to coincide with the wastewater plans. Please revise grading plans. Identify the treatment tank, present/future seepage pits, and all lines of connection to the residence (indicate for reference only). [§ 106 LACBC]
RESPONSE:

142. Identify the limits of disturbance on the grading plans. [§ 106 LACBC]
RESPONSE:

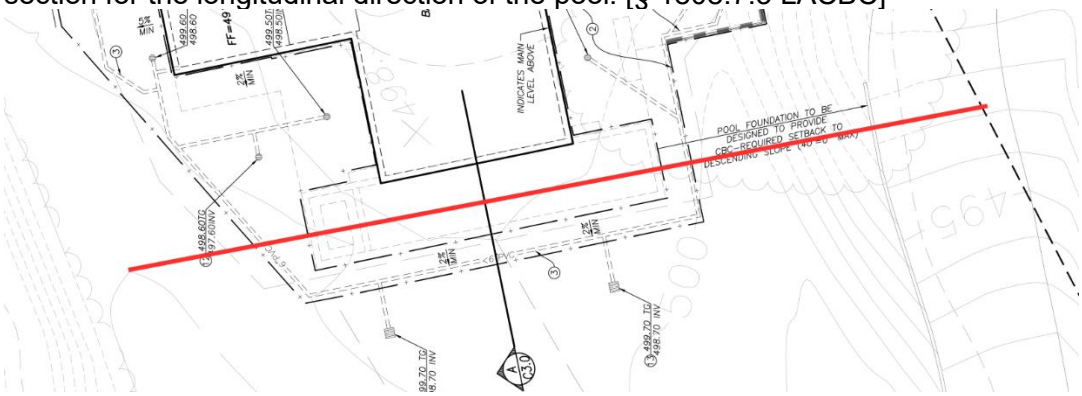
143. Identify the limits and depths of over-excavation on the grading plans. [§ 106 LACBC]
RESPONSE:

144. Include existing and proposed contour depictions in the legend. [§ 106 LACBC]
RESPONSE:

145. Coordinate all grading section callouts with the applicable sheets they are located on. Identify soil types, R&Rs, and foundations on all grading sections. [§ 106 LACBC]
RESPONSE:

146. Identify minimum building foundation setbacks from descending slope surfaces on plan views and grading sections. Provide justifying setback calculations. [§ 1808.7.2 LACBC]
RESPONSE:

147. Identify minimum pool foundation setbacks from descending slope surfaces on plan views and grading sections. Provide justifying setback calculations. Provide a grading section for the longitudinal direction of the pool. [§ 1808.7.3 LACBC]

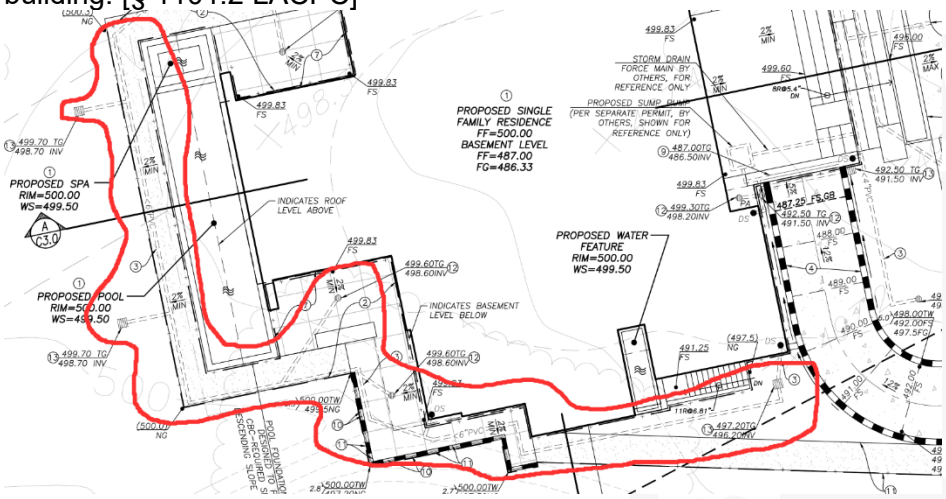


RESPONSE:

148. Detail A/C1.0: Indicate minimum keyway depth for benching. [§ J104.3 & J107.3 LACBC]
RESPONSE:

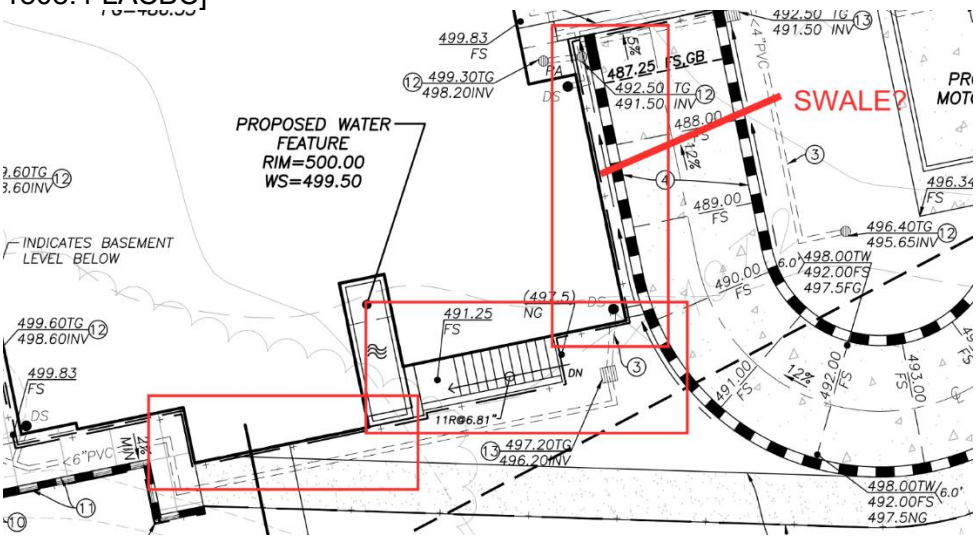
149. Retaining wall sub-drains and outlets do not appear to be clearly shown on the grading plan views. Please revise. [§ 106 LACBC]
RESPONSE:

150. Sheet C2.1: Indicate stormwater pipe actual slopes on the south side of the building. [§ 1101.2 LACPC]



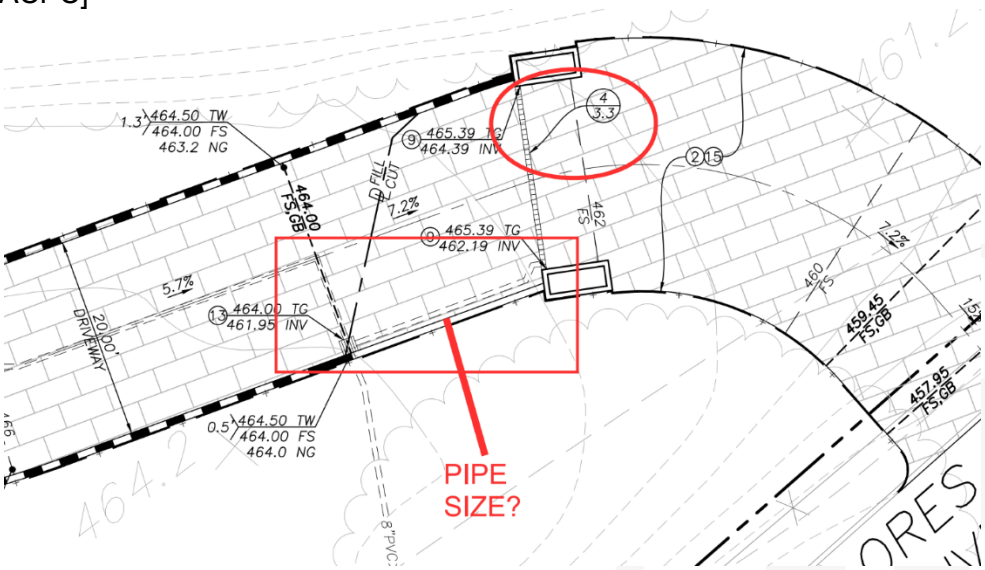
RESPONSE:

151. Sheet C2.1: Clarify slopes away from the building at the red marked locations per the image below. Provide minimum 2% slopes at impervious surfaces and minimum 5% slopes at pervious surfaces. Clarify drainage between the building and retaining wall. [§ 1808.4 LACBC]



RESPONSE:

152. Sheet C2.3: Detail 4/3.3 not found. Stormwater size not found. Please clarify. [§ 1101.2 LACPC]



RESPONSE:

153. Provide cleanouts for stormwater lines in accordance with LACPC Section 1101.13.

RESPONSE:

154. Sheet C2.3: Define proposed drainage scheme around walls. Flows tributary to top of proposed retaining wall(s) must be conveyed around the wall(s) by a concrete swale or an approved drainage system. (i.e. inlet and pipe) Provide details of drainage system or swale. Show flow line elevations, swale, inlet, and outlet details. [§ 106 LACBC] *Comment applies to retaining walls shown on the north side of the driveway.*
RESPONSE:

155. Identify the locations of existing and proposed utilities, such as water, electrical, plumbing, mechanical, and sewer. Add note on grading plans/utility plans which labels the utilities are provided for reference only and separate permits may be required. [§ J104.2.3 LACBC]
RESPONSE:

156. Provide an erosion and sediment control plan. See the referenced sections and Public Works Conditions of Approval for minimum requirements. [§ J110.8.3 LACBC & 4.106 LACGBC] *Additional comments may apply.*
RESPONSE:

157. Include the following note on the grading plans:

3. Include the following note on Grading and Foundation Plans: "*Subgrade soils shall be tested for Expansion Index prior to pouring footings or slabs; Foundation Plans shall be reviewed and revised by the Project Geotechnical Consultant, as appropriate.*"

RESPONSE:

158. Include the following note on the grading plans:

2. Prior to final approval of the project, an as-built compaction report prepared by the Project Geotechnical Consultant must be submitted to the City for review. The report must include the results of all density tests as well as a map depicting the limits of fill, locations of all density tests, locations and elevations of all removal bottoms, locations and elevations of all keyways and back drains, and locations and elevations of all retaining wall backdrains and outlets. Geologic conditions exposed during grading must be depicted on an as-built geologic map. This comment must be included as a note on the grading plans.

RESPONSE:

159. Provide the Storm Water Management Plan (SWMP) and hydrology and hydraulic study.
RESPONSE:

160. Provide the Water Quality Mitigation Plan (WQMP).
RESPONSE:

161. [§ J103.7.2 MBC] For projects where proposed grading involves more than 1,000 cubic yards, the property owner, or authorized agent, must post with the Building Official a grading permit security (bond).
See the following link for additional information:
https://www.malibucity.org/DocumentCenter/View/4365/Grading-Bond

Grading Bond Instructions:
https://www.malibucity.org/DocumentCenter/View/202/Grading-Bond-Instructions
RESPONSE:

LANDSCAPE AND IRRIGATION COMMENTS

162. Remove note "NOT FOR CONSTRUCTION" from landscape and irrigation sheets. [§ 5536.1, 6735 California Business and Professions Code] *This comment will remain until final submittal.*
RESPONSE:

163. Indicate manufacturer/model/size of reduced pressure backflow device(s). [§ 603.2 LACPC]
RESPONSE:

164. Provide detail callouts on plan views for details shown on sheets IR0.10 and IR0.20. [§ 106 LACBC]
RESPONSE:

165. Existing/proposed locations of the OWTS do not appear to coincide with the wastewater plans. Please coordinate plans. (indicate for reference only). [§ 106 LACBC]
RESPONSE:

END OF COMMENTS

[redacted]

Occupancy: R-3
Type of Construction: V-B
Sprinklers: No
Stories: 2
Floor Area (s.f.): Total: 4,005 Addition: 225
Fire Hazard Severity Zone/ WUI: Yes
Fire Alarm: N/A

Bureau Veritas has completed the first plan review of the below listed documents on behalf of the [redacted]

GENERAL INSTRUCTIONS

1. This plan review has been made to verify conformance to minimum requirements of codes and ordinances adopted by the [redacted]. Codes in effect for this project include the 2022 editions of the California Building Code (CBC), California Green Building Code (CGBC), California Plumbing Code (CPC), California Mechanical Code (CMC), California Electrical Code (CEC), and California Energy Code (CEnC). The CBC is based on the 2021 editions of the *International Building Code*, which was published by the *International Code Council*. The CPC and CMC are based on the 2021 edition of the *Uniform Plumbing* and *Mechanical Codes*, respectively, which were published by IAPMO. The CEC is based on the 2020 edition of the *National Electrical Code* published by the National Fire Protection Association (NFPA). Applicable code sections are referenced after each item in this list.
2. These plans and documents have been reviewed for compliance with the applicable code requirements of the jurisdiction. The stamping of these plans shall not be held to permit or be an approval of a violation of any applicable codes and/or standards nor relieve the owner, design professional of record or contractor of compliance with any applicable codes and/or standards. Plan review of documents does not authorize construction to proceed in violation of any federal, state, nor local regulation.
3. The review does not necessarily include errors and omissions. Complete compliance is the responsibility of the designer.
4. All comments shall be resolved on the plans prior to the recommendation to the governing body for approval.
5. The comments identified in other sections of this review require clarifications/corrections before this plan check can be completed.
6. For reference for explanations in the examiner's comment sections, *italic* text refers to the initial submittals, **bold** text on second submittals, and underlined text on third submittals.
7. Please annotate your response in the areas on each comment, please see the comment section,
8. Submit a list **showing any changes to the plan** or previously submitted documents that are not the result of the plan check comments. Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.

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IN ORDER TO PROCESS THIS PLAN REVIEW PLEASE PROVIDE THE NAME AND PHONE NUMBER OF THE INDIVIDUAL WHO PREPARED THESE PLAN REVIEW RESPONSES
NAME: _____ PHONE: _____

Please provide TWO full new physical sets of plans or ONE full COMPLETE electronic submittal, with supporting documentation, and answers to ALL comments listed in the comment section and submit to:

[redacted]

Respectfully Submitted,

Glenn Kechejian, M.S.
Plan Check Engineer
250 N. Westlake Blvd., Suite 150, Westlake Village, CA 91362
Glenn.Kechejian@BureauVeritas.com
(805) 230-2888

Please write the sheet number, detail number, and/or location indicating where the comment is located. ***Please be specific as to where comment items have been addressed so that recheck may be expedited.*** *To aid in the plan review process—please indicate in the space adjacent to each comment or on a separate sheet, the sheet and the exact location on the sheet where corrections have been made (e.g., Detail S of Sheet 3). Please "cloud" and/or "delta" all revisions made on plans due to this comment list as well as any other design changes.*

ARCHITECTURAL

GENERAL

1. Provide a statement on the title sheet of the plans that this project shall comply with Title 24 and 2022 California Residential Code (CRC), California Mechanical Code (CMC), California Plumbing Code (CPC), California Electrical Code (CEC), California Green Building Standards Code (CGBSC), and California Energy Code (CEnC).
   [§ R106.1.1 CRC]
   RESPONSE:_____

2. Provide an accurate sheet index on the front sheet of the plans. [§ R106.1.1 CRC] *Sheets SD2.2, WSWH1, and WSWH2 are missing from index.*
   RESPONSE:_____

3. Obtain Fire Department approval for proposed addition. Please see link for information on where to submit plans to obtain approval from fire department.
   https://epicla.lacounty.gov/energov_prod/SelfService/#/home
   RESPONSE:_____

INTERIOR FLOOR, WALL, AND CEILING FINISH

4. Showers and walls above bathtubs with shower heads shall be finished with a nonabsorbent surface to a height not less than 6 feet above the floor. [§R307.2 CRC]
   RESPONSE:_____

GLASS AND GLAZING

5. [§R308.4 CRC] Show safety glazing in the following locations:
   a. Glazing in swinging and sliding doors. *Specify for new entrance door on door schedule.*
      RESPONSE:_____

MEANS OF EGRESS

6. Provide landings at exterior doors equal to the width of the door and a length in the direction of travel equal to 36 inches. Slope of exterior landings shall not exceed ¼" per foot (2% slope). [§R311.3 CRC] *Provide for new sliding door at first floor.*
   RESPONSE:_____

ROOF

7. A Class A roof covering is required. [§ R902.1 CRC]
   RESPONSE:_____

8. Show attic or enclosed rafter space ventilation calculations on the plans. Minimum vent area is 1/150 of attic area. This may be reduced to 1/300 of the attic area, provided 40-50% of vent area is located within 3 feet of the ridge or the highest point of the space with the balance at the eaves and, if located in Climate Zones 14 or 16, a Class I or II vapor retarder is installed on the warm-in-winter side of the attic insulation. [§R806.2 CRC] *Provide for new addition. Eave vents are not permitted unless exceptions are met per section R337.6 CRC. See next comment if an unvented assembly is proposed instead.*
   RESPONSE:_____

9. Unvented attic or enclosed rafter space assemblies must comply with CRC Sec. R806.5. *An example of an unvented assembly is spray foam insulation under roof sheathing in between rafters.*
   RESPONSE:_____

EXTERIOR WILDFIRE EXPOSURE

10. Where the roof profile allows a space between the roof covering and the roof decking, the spaces shall be constructed to prevent the intrusion of flames and embers, be firestopped with approved materials or have one layer of 72 pound mineral-surfaced nonperforated cap sheet complying with ASTM D3909 installed over the combustible decking. [§R337.5.2 CRC]
    RESPONSE:_____

11. When provided, valley flashings shall be not less than 0.019-inch (No. 26 galvanized sheet gage) corrosion-resistant metal installed over a minimum 36-inch wide underlayment consisting of one layer of 72 pound mineral-surfaced nonperforated cap sheet complying with ASTM D3909 running the full length of the valley. [§R337.5.3 CRC]
    RESPONSE:_____

12. Roof gutters shall be provided with the means to prevent the accumulation of leaves and debris in the gutter. [§R327.5.4]
    RESPONSE:_____

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13. Roof and attic vents shall resist the intrusion of flame and embers into the attic area of the structure, or shall be protected by corrosion-resistant, noncombustible wire mesh with openings a minimum of 1/16-inch and shall not exceed 1/8-inch. [§R337.6.2 CRC]
RESPONSE:_____

14. Vents shall not be installed on the underside of eaves and cornices, unless the vents are approved to resist the intrusion of flame and embers, the attic space is sprinklered in accordance with CBC Sec. 903.3.1.1, or if the exterior wall and underside of the eave are of ignition resistant materials and the vents are located more than 12 feet from the ground or walking surface. [§R337.6 CRC]
RESPONSE:_____

15. The exposed roof deck on the underside of unenclosed eaves shall be approved noncombustible material, ignition-resistant material, one layer of 5/8" Type X gypsum board, or exterior portion of an approved one-hour wall assembly. [§R337.7.4 CRC] See exceptions to this sections for other alternatives. *Provide details.*
RESPONSE:_____

16. Exterior windows and exterior glazed doors shall be multipane glazing with a minimum of one tempered pane, glass block units, have a fire resistance rating of 20 minutes when tested in accordance with NFPA 257, or meet the requirements of SFM 12-7A-2. [§R337.8.2.1 CRC]
RESPONSE:_____

17. Exterior porch ceilings shall be approved noncombustible material, ignition-resistant material, one layer of 5/8" Type X gypsum board, the exterior portion of an approved one-hour wall assembly, or have the horizontal underside meet the performance criteria of SFM 12-7A-3 or ASTM E2957. [§R337.7.6 CRC] *It appears some structural modifications are being done to existing deck/patio cover. Please verify this code section is met. Provide details. Additional comments may apply.*
RESPONSE:_____

MISCELLANEOUS

18. Show water-resistive barrier at exterior walls per CRC Sec. R703.2. *Provide detail of new exterior wall.*
RESPONSE:_____

19. A corrosion-resistant weep screed is required below the stucco a minimum 4"/2" above grade/slab. [§R703.7.2.1 CRC]
RESPONSE:_____

PLUMBING

20. Show the location of the existing water heater on the floor plans. [§R106.1 CRC]
RESPONSE:_____

MECHANICAL

21. Show the location of the forced air unit (F.A.U.) and return air grill on the floor plan. [§R106.1 CRC]
RESPONSE:_____

22. Indicate how the addition is going to be heated. Show the location of new and existing heating units on the floor plans. If the existing system is to be used, show the location of the proposed registers. [§R106.1 CRC]
RESPONSE:_____

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23. Show on the floor plan or on a separate electrical plan the location of electrical receptacles and lighting fixtures. Generally, receptacles are to be located in a wall every 12 linear feet so that a fixture will not be more than 6 feet from any receptacle. [§210.52 (C)(1) CEC] *Show location of existing receptacles in master bedroom to verify this code section is met.*
RESPONSE:_____

ENERGY

24. Energy report specifies 0 square feet for additional conditioned floor area, which is not accurate. Please revise energy report to include the 225 square feet addition. Additional comments may apply.

25. The insulation shown on the plans does not match the insulation called for in the energy package. [§R106.1.1 CRC] *Sheet A-11 specifies R-13 insulation for new roof area. Please coordinate with energy report, which specifies R-30.*
RESPONSE:_____

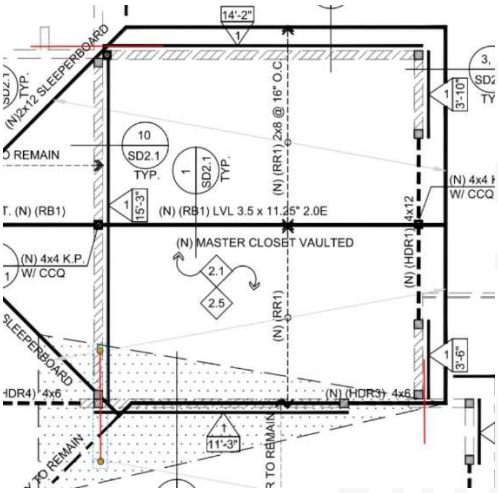
26. Each bathroom that contains a bathtub, shower or similar source of moisture shall have an exhaust fan ducted to the outside with a minimum ventilation rate of 50 cfm. The ducting shall be sized according to ASHRAE Standard 62.2 Table 7.1. [§150(o) CEnC] *Provide additional exhaust fan in master bath where shower and tub are located.*
RESPONSE:_____

STRUCTURAL

27. Verify existing roof rafter will be able to support new loads from California framing. Please specify size of existing rafters on plans and provide calculations.
RESPONSE:_____

28. Provide detail to clarify diaphragm nailing attachment to new steel beam. Additional comments may apply.
RESPONSE:_____

29. Collector members (drag struts) shall be designed and detailed to transmit tension and compression forces to lateral resisting elements [§12.10.2 ASCE 7] *Provide drag straps at red marked locations.*



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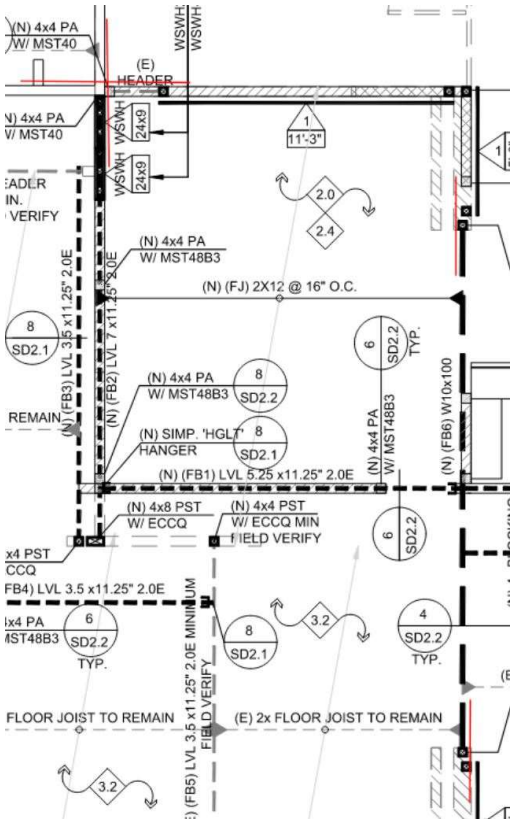

RESPONSE:_____

30. Please submit Geotechnical Reports Questionnaire to verify all requirements are met for not providing a soils report. See link below.
https://www.agourahillscity.org/home/showpublisheddocument/29354/638376212840630000
RESPONSE:_____

END OF COMMENTS

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STRENGTH AND STABILITY OF BV

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

As an ISO 9001 certified firm, BV undergoes systematic, independent audits of its management systems to meet rigorous objectives and provide continuous improvement in key areas. The firm consistently incorporates proven best practices and protocols as part of its quality management system to meet and exceed ever-increasing customer requirements. These tools include implementation of an established quality assurance/quality control program using the BV CARE program for the intake, tracking, and review of plans to enhance quality and streamline processing/approval; electronic plan check to expedite turnaround times which save time and money; and the utilization of web-based document control system which fosters collaboration, 24/7 access to documents and reports, and enhances overall communication. BV relies on the management and technical excellence of its personnel and a proven QA/QC program. This assures the quality of all work performed under this contract meets Cityapproval. BV has developed and implemented corporate QA policies, consistent with all applicable federal and state regulatory requirements and standards, covering all aspects of project performance, technical quality, and peer review. These policies are implemented at each professional and technical level to provide a well-balanced, independent QA program, which assures the quality of reports, technical reviews, annuals and other documentation prepared by BV. This ensures the product is consistent with the established standards from the standpoint of quality, validity, and legal defensibility.

Identify Client Needs: BV actively listens and maintains sensitivity to unique issues, priorities, and organizational culture to work in partnership to assess diverse needs and special initiatives.

Strategic Planning: BV establishes a clear plan of action to institute priorities, identify stakeholders/processing agencies, formulate communication protocols, and align services with mutually-defined needs and objectives.

Concise Scoping/Implementation: BV assigns expertise which mirrors the clients' needs and implements best practices to maintain project momentum.

Project Management: BV uses appropriate best practice tools to effectively and efficiently deliver the County's assignment within budget and schedule. No matter what the need, the firm's goal is to deliver integrity, impartiality, accountability, efficiency, quality, and transparency.

EXPERTISE

PLAN REVIEW METHODOLOGY

BV's team will work cooperatively with the City of Palmdale's internal departments and any and all other outside agencies having jurisdiction. The firm's team will conduct reviews of any deferred submittals as outlined by the International Building Code or as stipulated on the project documents. The Plan Review team is also able to recommend approval of projects after substantial compliance with the applicable codes has been reached. BV will clearly report all comments to the design team and work with them to efficiently resolve them. Upon completion of the plan review process and when it has been determined all comments have been addressed in the plans, the firm shall issue a letter to the City recommending issuance of the respective permit(s).

BV's proposed team familiarizes themselves with the requirements of a public agency before beginning a review. The firm has extensive public sector experience, which assures the public's interests are fully protected. BV believes technical competence, while expected, is not enough. Experience and careful, thorough consideration of issues and impacts is needed in addition to the purely technical considerations. The firm has devoted a great deal of time and effort over the years to refining its approach and developing documentation to assist clients and train staff in understanding plan review procedures.

BV will work to ensure submittals are properly coordinated and tracked by following an established internal plan check coordination process in which each plan received for review is entered into the firm's TMS database, processed, and returned on time to the City. BV's plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal. To accomplish this the firm will:

- Screen and log each application to assure they are routed to all plan reviewers in a timely manner. The log serves as a tracking device to assure turnaround times and completeness of the review.
- Submittals are reviewed for compliance with all relevant state and jurisdictional requirements.
- Plan reviews will be done in accordance with local, state,

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and federal regulations with which local jurisdictions are mandated to enforce as well as all codes and ordinances in effect by adoption at the time of plan review. Preliminary consultations will be provided to the applicant upon request, to assist and guide them in the design and plans preparation process.
- Information shown on each permit application is verified.
- Provide a thorough Building (Structural), Mechanical, Plumbing, Electrical, and Fire (including sprinklers and alarms) review of design drawings and details for compliance with the Building Code architectural provisions, including provisions for safety glazing, building security, and noise insulation performance standards.

Plan Review Management

BV assures that corrections are handled as quickly and as clearly as possible. Our goal is to help the applicant through the plan review process. All corrections are identified based on compliance with specified codes and regulations. Generally, corrections are identified in two ways. Notes are made on plans during electronic review or on hard copy plans if appropriate, and a correction sheet is generated, detailing what items need to be addressed before plans can be approved. The City shall approve the development of any customized correction sheets. Correction sheets for specific projects shall be forwarded to the City along with a cover memo containing at least the following:

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

During the plan review process, BV is prepared to meet with the applicant or architect/engineer, City employees or consultants at any time. Telephone discussions, remote meetings using platforms such as Zoom or other online forums, or meetings at project sites are welcomed to assure any plan check issues are handled efficiently. We propose to meet at the Growth Management Department or at a particular project site. Our goal is to issue approved plans as quickly as possible but in full compliance with laws, codes, ordinances and regulations. Upon completion of the plan review, the following information package is prepared and logged as a minimum:

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

INSPECTION METHODOLOGY

The BV team has a two-step approach to ensuring the delivery of high quality services. BV is subject to regular controls and audits by authorities and accreditation bodies to ensure that its procedures, the qualifications of its personnel and its management systems comply with the applicable standards, norms, references or regulations. To maintain the accreditations and certifications, quality assurance methods are built into every function of our service. Quality assurance is achieved through a number of systems and tools.

- Service goals for timeliness, quality and professionalism are defined and tracked
- Training and education is required
- Random audits are performed
- Documented procedures are accessible, monitored, and updated
- Utilization of North America Management System (NAMS) and Corrective Action Response System (CARSys)

One of the tools BV uses is NAMS. NAMS is a means to obtain BV's objectives of quality excellence as prescribed by the BV business model. In order to achieve our goals, BV has implemented processes and procedures intended for application at all levels of the organization.

The management system has been implemented and maintained with the aim of satisfying our customer's needs and expectations. In order for NAMS to be effective, the policies and procedures are implemented, continuously monitored and updated.

The customer feedback is provided through a variety of avenues, examples include the use of a satisfaction survey or face-to-face/on-site communication.

Once the customer feedback has been received, the management team then analyses, measures, and implements the improvements required for quality excellence. The cycle continues until needs and expectations have been satisfied.

BV also utilizes the CARSys Issues Tracking program. CARSys is an improvement tool, which provides a closed-loop process for the management of customer and internal concerns and corrective/preventative actions that result from the concerns or issues. With the flexibility of CARSys, BV is able to Identify, Act, Implement and Verify issues.

STAFFING FLEXIBILITY & RESPONSIVENESS

Bureau Veritas understands that the City's development workload fluctuates seasonally and cyclically. Our staffing model provides:

Peak Workload Management:

- Rapid deployment of additional certified plan checkers and building inspectors
- Access to 50+ licensed and certified professionals throughout California

- Expedited plan review services (7-day initial review, 4-day recheck vs. standard 10-day and 5-day)
- Same-day and next-day inspection response capability

Off-Peak Efficiency:

- Flexible scaling down of resources to reduce costs during slower periods
- Shared resources with other BV clients in the region
- No minimum staffing requirements that would burden the City during low-activity periods

Continuity & Backup:

- Backup staff coverage for vacations, absences, and emergencies
- 24-hour emergency response capability for urgent inspection requests
- Cross-trained personnel to ensure no service interruption
- Dedicated Project Manager (Salvador Gonzalez, C.B.O., CASp) as consistent point of contact

PERFORMANCE STANDARDS & QUALITY ASSURANCE PROGRAM

BV associates all share the responsibility for continual improvement of the firm's quality management process and believe the program, supported by the BV business model and its code of ethics, will ensure the continual delivery of high quality products and services to the City. In doing so, the firm will establish itself as the City's preferred supplier in conformity assessment and certification services in the fields of quality assurance, health and safety, environment, and social responsibility (QHSE). BV's quality management system provides the framework for continual improvement of its internal management processes and resources which will in turn add value for the City through the services offered and delivered. In addition, Our quality management system gives the company and the City the confidence that the provision of services and products will be delivered consistently to predetermined high standards worldwide.

Customer Service Philosophy

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

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

Example - City of Newport Beach:

When tasked with reviewing plans for large-scale, mixed-use developments, BV faced challenges related to compliance with evolving state energy conservation requirements. By leveraging CALGreen-certified personnel and conducting joint training sessions with city staff, BV streamlined the review process, reducing project delays.

Example - City of Corona:

BV works closely with the City of Corona to ensure a high rate of compliance with the City's plan check turnaround goals. BV has delivered a 99.4% rate for compliance with plan check due dates. Our team utilizes a web-based system to take in projects electronically. Plans are then reviewed within 24 hours and comments are returned to the applicants. This system assists the City in meeting the requirements of AB 2188 for fast turnaround of small solar energy projects.

"We truly appreciate BV always going above and beyond to help us out. We would be lost without you."
— Megan Lathrop, Senior Building Permit Technician
City of Corona

"Everyone on the team has been so happy to have you with us. Thank you for being a great example to the Building team. They are singing your praises."
— Sheri Bermejo, Community Development Director
City of Monrovia

Accurate, Timely, and Responsive Plan Reviews

BV's plan check process highlights the tools and techniques the firm will employ to deliver quality, accurate, timely, and responsive plan reviews:

Reliable and Responsive Service

The Project Manager through the firm's CARE plan review and processing program, proactive communication, proven project management tools, and best practices will anticipate the City's needs and quickly respond with accurate and detailed information every step of the way. The firm is available to meet with the City at its convenience to discuss procedures and projects to maintain momentum and schedule.

Efficiently Meet Turnaround Review Schedule and Maintain Development Momentum: A premium will be placed on BV staff's already well-grounded knowledge of the City's processes and requirements to pro-actively facilitate communication and processing. The firm will work to ensure proven quality assurance and schedule control measures are implemented.

Maintain Accuracy and Cost Savings Through Proven Processes and Continuity: BV is able to provide integrated, standardized processes and innovative digital, web-based solutions at no additional cost. Utilized by seasoned staff members who have worked successfully on plan check projects, this helps ensure reviews are consistent, thorough, accurate, and done right the first time. The firm is able to customize its approach for the City based on its needs in order to deliver solutions with positive results.

Customized Check Lists and Tracking Logs: A key to maintaining close communication is the ability to give the stakeholders (including elected officials, City staff, businesses, property owners, and other members of the public) status updates on where projects are in the review process. BV will utilize customized check lists and tracking logs for the City according to its needs to ensure the successful delivery of services.

Budget Controls and Billing Related Quality Assurance - FLEX

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

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

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

FLEX ensures contract and budget control via standardized features and alignment of project information in real time. Additionally, the system is designed to promote contract follow up from project outset to closing which helps to establish and maintain optimal communication.

Project Management and Schedule Controls - Quickbase Protrack

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

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

Training

As an ICC-preferred provider, Bureau Veritas stands at the forefront of the building construction and safety industry, embodying the principles and goals set forth by the ICC Preferred Provider Program. Recognizing the complexity of the industry and the diverse expertise required, ICC forged partnerships with reputable training providers, enabling the delivery of comprehensive training in various fields such as science, technology, construction materials, legal, management, and more. The program aims to create an easily accessible network of extensive training opportunities, offering quality education on specialty topics and building products

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beyond ICC's core programs. Bureau Veritas benefits from this program by connecting with ICC's vast membership base, exposing its services to a broad audience, and participating in the ICC Chapter Education Benefit Program. Our commitment to training excellence aligns seamlessly with the program's objectives, allowing us to provide valuable, diverse, and high quality education to industry professionals seeking to renew their ICC credentials. BV can provide Code training for City staff including graphic handout materials upon request.

CLIENT REFERENCES - EXHIBIT G

BV is providing the attached Exhibit G: Client References with the proposal per the notice of request for proposals as-needed plan check services, community development technician services, building inspections and building official services from the City of Palmdale, solicitation number: RFP No. 26-001-6110.

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CLIENT REFERENCES
Exhibit G

The following is a list of four (4) references that most closely reflect similar projects to the scope of services/work of the City of Palmdale within the past three (3) years. References will be asked to complete a questionnaire and asked to return it to the Purchasing Division directly by a designated date and time. It is the Respondent's responsibility to ensure that Reference Contacts are willing to provide a reference. To expedite the evaluation process the City requests accurate email and/or fax number information be provided.

Reference #1

Name of Organization: County of Los Angeles

Address: 900 S. Fremont Avenue, Alhambra, CA 91803

Email Address: juan.madrigal@dpw.lacounty.gov Fax: N/A

Telephone: 626.458.6385 Contact Name: Juan Madrigal, P.E.

Contact Title: Assistant Deputy Director, Superin Service Dates: 2003 - Present

Project Manager: Trang Huynh, P.E., CBO Bid No. (if applicable) N/A

Summary of Project: BV provides providing inspection services and building and safety plan review. These staff members have provided code consulting and training for the County's structural, electrical, plumbing, and mechanical plan review sections.

Project Cost: Time and Materials

Reference #2

Name of Organization: City of Rancho Cucamonga

Address: 10500 Civic Center Drive, Rancho Cucamonga, CA 91730

Email Address: mike.frasure@cityofrc.us Fax: N/A

Telephone: 916.851.8886 Contact Name: Mike Frasure

Contact Title: Building Official Service Dates: 2014 - Present

Project Manager: Trang Huynh, P.E., CBO Bid No. (if applicable) N/A

Summary of Project: BV provides building/fire plan review and inspection services for the City on an as-needed basis. Projects include single family residential, multi family residential, commercial tenant improvements, new commercial, additions, and others

Project Cost: Time and Materials

Reference #3

Name of Organization: City of Corona

Address: 400 S. Vicentia Ave., Corona, CA 92882

Email Address: chris.milosevic@ci.cornona.ca.us Fax: N/A

Telephone: 951.736.2250 Contact Name: Chris Milosevic

Contact Title: Building Official Service Dates: 2010 - Present

Project Manager: Trang Huynh, P.E., CBO Bid No. (if applicable) N/A

Summary of Project: BV provides building plan check, building inspection, and counter technician service for residential and commercial properties. We also provide on-site extension of staff as necessary. BV assists the City in providing plan review services for small residential solar energy projects.

Project Cost: Time and Materials

Reference #4

Name of Organization: City of La Palma

Address: 7822 Walker Street, La Palma, CA 90623

Email Address: bdeines@cityoflapalma.org Fax: N/A

Telephone: 562.631.1955 Contact Name: Belinda Deines

Contact Title: Planning Manager Service Dates: 2022 - Present

Project Manager: Trang Huynh, P.E., CBO Bid No. (if applicable) N/A

Summary of Project: BV provides Building and Safety Services, including permit technician, building inspection, Building Official, and Plan Check services to the City since 2022. BV also serves as the on-call Building Official.

Project Cost: Time and Materials

ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

TURNAROUND TIMES

At the City's request, BV can provide plan review activities on a fast-track basis. Turnaround times for each submittal will relate to the size and nature of the project and its impact on the construction schedule. To reduce turnaround times for plan review, the firm can use electronic submittals, phased submittals, conference calling, and videoconferencing. The firm understands accuracy, efficiency, and integrity in all aspects of professional services are required. Testimony to its professional excellence is the fact it has provided services to many of its municipal clients since their incorporation. Because of the firm's large pool of accessible resources it is able to assemble experienced personnel in order to help with project schedule recovery when necessary. BV's team will maintain efficient turnaround times on all reviews as a key measurement of its performance for plan review services. **Bureau Veritas commits to initial plan review completion within 14 calendar days of complete submittal, consistent with City requirements.**

The plan review schedule presented below is representative of the review times associated with the type of construction the City can anticipate.

Plan Review Turnaround Times	Initial Check (working days)	Recheck (Working days)	Expedited Initial Review	Expedited Recheck
Commercial TI	7	5	5	3
Residential Addition and/or Accessory Building	7	5	5	3
New Residential	7	5	5	3
New Commercial	10	7	7	5
Complex, large, or unusual project	10*	7*	7*	5*
Fire Prevention System	7*	5*	5*	3*
Civil/Grading Review	10*	7*	7*	5*

*Turnaround times for unusually complex or large projects can be negotiated. For other miscellaneous projects, BV will comply with the turnaround times set forth in the RFP.

Inspection Turnaround Times

- Provide inspections on the next day service when the requests come in before 4:00pm on the previous day.
- BV inspector will provide inspections after the normal business hours and in the emergency situations or the needed weekend inspections, if needed.

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

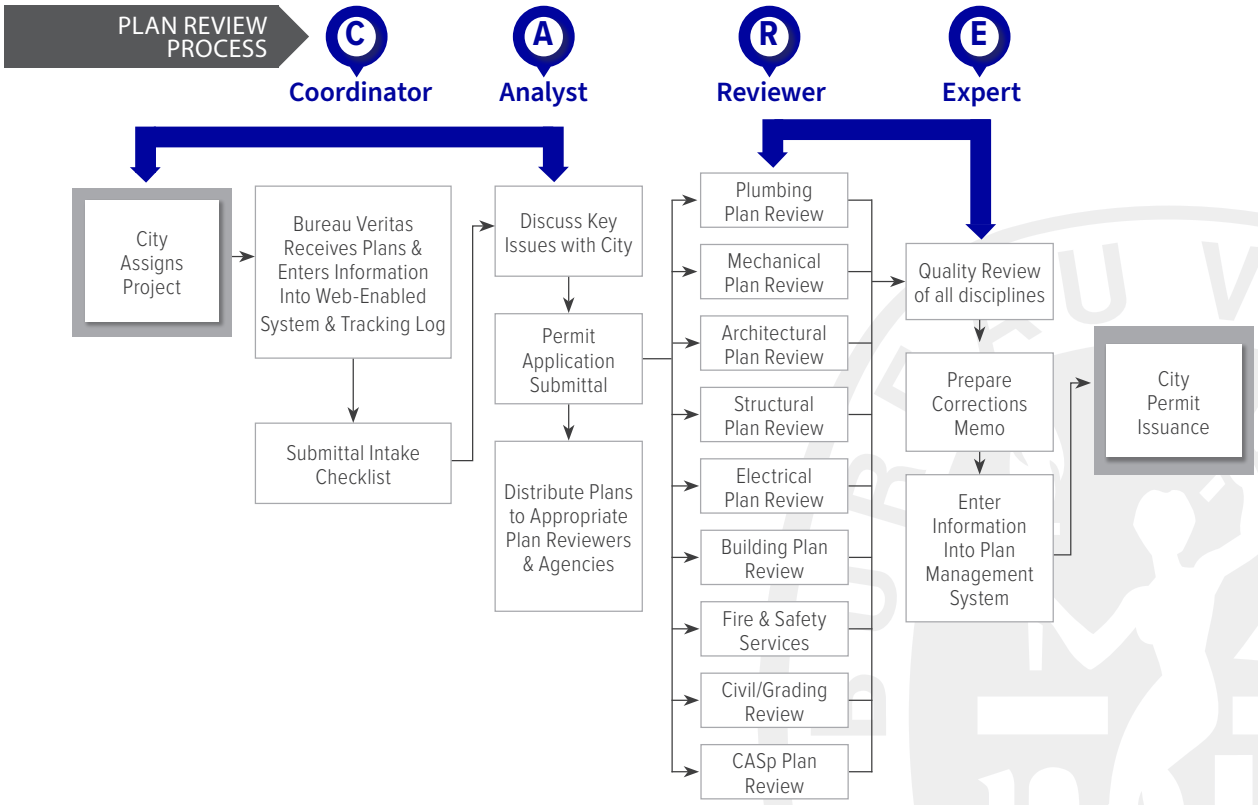
The plan review process we follow for efficient completion of concurrent task management is shown in the flowchart on the next page and managed through our **CARE** Program, a formalized and integrated process whereby Coordination, Analytical, Review, and Expert management/quality control functions are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

Coordinator: Our clerical personnel will handle various administrative functions, such as logging information (project tracking, time budgeting), managing project controls, maintaining and distributing communications, reviewing agendas and ordinance issues, and fielding calls on project status. The Coordinator is the first line of contact for each project submittal.

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

Reviewer: Our experienced building plan reviewers will routinely review agency standards, ordinances, guidelines, and checklists; create comments letters; coordinate project return with the coordinator; attend review meetings; and communicate questions/solutions to project stakeholders. Because of our depth of resources and project tools (checklists, corrections letters, etc), reassigned projects can be reviewed without missing deadlines or causing unnecessary rechecks.

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



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ADDITIONAL INFORMATION

Beyond technical compliance, Bureau Veritas understands the importance of serving Palmdale's diverse community with cultural competency and professionalism. Our staff demonstrates excellent interpersonal communication skills and commitment to representing the City as knowledgeable experts while championing the City's vision for sustainable development and public safety. We provide strategic support on complex issues warranting City Council and City Manager attention, ensuring the City benefits from expert guidance on code amendments, architectural review, and special projects that drive economic development while protecting community interests.

UNDERSTANDING OF THE COMMUNITY

We understand that the City of Palmdale is a diverse, densely populated community in Los Angeles County with a population of approximately 58,000 residents, predominantly Latino (97%), with a median household income significantly below county and state averages. The city faces unique challenges common to underserved urban communities, including aging infrastructure, limited municipal resources, and the critical need for responsive, professional building and safety services that protect public welfare while supporting economic development and community growth.

Stability, Capacity, and Resources

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

The firm will provide all necessary resources, materials, equipment, tools, and technology to its staff. Each office has a substantial library which is continually updated with the most current code books and reference materials. BV professionals are capable of handling the scope of services requested from the City.

Knowledge and Expertise

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

COST PROPOSAL

EXHIBIT J - COST PROPOSAL - CITY OF PALMDALE

As requested in the RFP, Exhibit J - Cost Proposal shall be submitted separately from the Technical Proposal. Please see the separate submittal for the Cost Proposal.

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APPENDIX - FORMS

NOTICE OF "NO PROPOSAL SUBMITTED"

Exhibit A

Receipt of this completed form will assist us in calling for future solicitations. Please state the reasons why you are not proposing an offer or bidding. Complete and submit this form prior to the closing date and time as shown on the Notice of Request for Proposals.

RFP No. 26-001-6110 **Title**: **As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services**

A Proposal is not being submitted for the following reason(s):

Request for Proposal (RFP)

- ☐ Insufficient time to prepare quote/bid/proposal
- ☐ We are unable to competitively quote/bid/propose at this time
- ☐ Insufficient information to prepare quote/ bid/ proposal
- ☐ Current client commitments, too busy to respond
- ☐ The timeframe was too short for us to be able adequately respond
- ☐ The complexity of the RFP makes a response unreasonable
- ☐ Is there something in the RFP which prevents interest?

- ☐ If the City has stated a budget, the estimated budget requirements within the RFP were unrealistic, please state why:

- ☐ Specifications are not sufficiently defined
- ☐ Cannot obtain raw materials/goods in time to meet delivery requirements
- ☐ Other reasons or additional comments (please explain below)

Comments:

Company Name:_____

DBA: _____

Address:_____

Telephone:_____Email: _____

Not Applicable

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Bureau Veritas North America, Inc.

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☒ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

16800 Greenspoint Park Dr. STE 300S

Requester's name and address (optional)

6 City, state, and ZIP code

Houston, TX 77060

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

0 6 – 1 6 8 9 2 4 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** **Date** 1/2/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Cat. No. 10231X Form **W-9** (Rev. 3-2024)

CITY OF PALMDALE

AFFIDAVIT OF NON-COLLUSION and NON-DISCRIMINATION

Exhibit D

I hereby swear (or affirm) under the penalty of perjury:

A. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

B. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder/proposer and will not knowingly be disclosed by the proposer prior to opening, directly or indirectly, to any other proposer or to any competitor; and

C. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership, or corporation to submit or not submit a proposal for the purpose of restricting competition.

D. The Bidder/Proposer does not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, age, sex, sexual orientation, gender identity, national origin, or disability, and that it complies with all applicable Federal, State and local laws and executive orders regarding employment.

In connection with the performance of work under this contract, the Bidder or Proposer agrees as follows:

1. The Bidder or Proposer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, gender identity, national origin, or ancestry. The Bidder or Proposer shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, national origin, sex, sexual orientation, gender identity, or ancestry.

2. In the event of the Bidder's or Proposer's non-compliance with this non-discrimination clause, the Bidder or Proposer may be canceled or terminated. The Bidder or Proposer may be declared ineligible for further contracts with the City of Palmdale until satisfactory proof of intent to comply shall be made by the Bidder or Proposer.

3. The contract agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by its requirements.

Authorized Signature: Craig Baptista Printed Name/Title: Craig Baptista, VP - West, Pl

Company Name: Bureau Veritas North America, Inc.

Doing Business As: N/A

Page **5** of **13**

CITY OF PALMDALE

CERTIFICATION OF INSURABILITY
Exhibit E

I hereby swear (or affirm) under the penalty of perjury:

As an authorized representative of the proposing company, should our Company be determined to be the Successful Proposer, our Company will promptly provide such proof of insurance to the City within five (5) business days in reply to the CITY's *Notice of Intent to Award*. The CITY will remind the Apparent Successful Proposer in the *Notice of Intent to Award* letter. Proof of insurance requirements may be submitted electronically to the email address below with the RFP Number and Title referenced in the Subject field:

To: Purchasing@cityofpalmdale.org

Contracts will not be executed until formal proof of all required insurance(s) pursuant to **Attachment B** – *Sample Contract for Services* for **RFP No. 26-001-6110 Title: As-Needed Plan Check, Community** have been received and approved by the CITY. It is agreed that the Apparent Successful Proposer shall maintain in force at all times during the performance of the engagement all policy or policies of insurance.

If the CITY requires corrections (i.e., limits, endorsements) the Successful Proposer has five (5) days from such request to complete all corrections. Failure to meet these deadlines will allow the CITY the right to reject the Proposer's proposal as non-responsive and proceed to the next finalist.

I hereby assure City of Palmdale that the company has or is able to procure the insurance coverage(s) required should the Company be awarded the Contract and shall maintain all the insurance requirements by the submission of this offer.

Bureau Veritas North America, Inc.

Proposer Company Name

Craig Baptista

Signature of Authorized Representative signing on behalf on Proposer

Craig Baptista

Print Name of Authorized Representative of Proposer Company

3/26/26

Date

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BIDDER DISCLOSURE STATEMENTS

Exhibit F

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the contract, and the best interests of the City of Palmdale.

Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A.	Has the Bidder and/or subject company had a contract terminated for default or cause?	○	◉
B.	Has the Bidder and/or subject company been assessed any penalties, including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?	○	◉
C.	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?	○	◉
D.	Has trading in the stock of the subject company ever been suspended? Give date and explanation.	○	◉
E.	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?	○	◉
F.	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?	○	◉

By the signature affixed to **Exhibit B** – *Offer Signature / Cover Page* of this Solicitation, Respondent hereby certifies that the above information is true and accurate.

This completed form must be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

DEVIATIONS and/or EXCEPTIONS FORM
Exhibit H

[ ] Specifications and/or Requirements

[ ] Contract for Services Provisions (No exceptions and/or deviations to insurance requirements allowed)

All deviations and/or exceptions to the requirements of this solicitation must be noted below. The City will consider any deviations and/or exceptions indicated in its award decisions. The City reserves the right to accept or reject any and all responses based on any deviation and/or exception indicated on this form. Respondents are cautioned that by taking any exception they may be materially deviating from the RFP. **Please do not attach a company letterhead in lieu of any entry on the section below.** In the absence of any entry on the section below, the bidder assures the City of their full compliance with the specification and conditions as listed in this solicitation. The page number, paragraph, and item number should be referenced when deviating from the specification and must be included.

The City reserves the right to reject any or all cost proposals as a result of this RFP and to waive any informality or irregularity in any bid proposal received and to be the sole judge of the merits of the respective cost proposals received, and to accept or further negotiate cost, terms, or conditions of any cost proposal determined by the City to be in the best interest of the City even though not the lowest cost proposal. **This form may be duplicated if additional pages are needed.**

Reference No.	Description
No exceptions taken.	

Bureau Veritas North America, Inc.

Company Name

Craig Baptista, VP - West, Plan Check and Inspections

Printed Name and Title

Craig Baptista

Authorized Signature

Page **10** of **13**

IRAN CONTRACTING ACT VERIFICATION

Exhibit I

(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for goods or services of $1,000,000 or more, a Supplier must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; orb) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, check the correct option below and insert your supplier or financial institution name and Federal ID Number. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

○ **OPTION #1 - THIS PROJECT IS LESS THAN $1,000,000.**

By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

◉ **OPTION #2 – CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the suppler/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Supplier Name/Financial Institution Bureau Veritas North America, Inc.	*Federal ID Number (or n/a)* 06-1689244
By (Authorized Signature) Craig Baptista	*Date Executed:* 3/26/26
Printed Name and Title of Person Signing: Craig Baptista, Vice President	

(Continued on Next Page)

OPTION #3 - EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or to enter into or to renew, a contract for goods and services.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

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EXHIBIT J - COST PROPOSAL - CITY OF PALMDALE
RFP NO. 26-001-6110 AS-NEEDED BUILDING PLAN CHECK, COMMUNITY DEVELOPMENT TECHNICIAN, BUILDING INSPECTION AND BUILDING OFFICIAL SERVICES

Bureau Veritas' pricing reflects our commitment to the success of the City of Palmdale by helping you maintain significant quality and cost saving benefits moving forward. These Include:

- Highly qualified staff familiar with the City's needs
- Reduced plan review turnaround times
- Implementation of electronic plan review processes to help improve efficiency and control costs
- Commitment to maintain a proposed rate structure for the life of the initial contract period
- Confidence of working with a well-established consultant in operation for 198+ years

PLAN REVIEW PERCENTAGE OF FEE
65% of City Collected Plan Review Fees

HOURLY RATES	
Personnel Classifications	**Hourly Billing Rate**
Building Official / Fire Protection Engineer	$165.00
Structural Review	$155.00
Sr. Plan Review Engineer (P.E.)	$145.00
Plan Check Engineer (P.E.) / Sr. ICC Certified Plans Examiner / CASp Plan Reviewer	$135.00
ICC Certified Plans Examiner	$130.00
CASp Inspector	$150.00
Sr. Building Inspector	$110.00 - $120.00
Building Inspector	$95.00 - $105.00
Permit Technician	$75.00 - $85.00
Administrative / Clerical	$60.00 - $75.00

- Overtime (OT) will be charged at 25% times the standard hourly rate, hours worked on a designated holiday will be charged at the appropriate OT rate. No overtime will be changed without approval.
- Rates and cost estimates shown above exclude per diem, and union rates. Should these be applicable, BV will discuss and negotiate fees to account for increased personnel costs.
- Extremely large and/or complex projects can be pre-negotiated.
- Hourly fees are subject to an annual adjustment in accordance with the CPI with the City's prior approval. Prevailing wage subject to increase per DIR guidelines.
- Mileage for employee-owned vehicles used in connection with the work will be at the current IRS rate.
- Plan Review will be invoiced after initial review is complete. Hourly services will be invoiced monthly.
- Field required services to be invoiced at a 4 hour minimum.
- Expedited plan review services can be performed upon request at 1.5x standard rate.

AGREEMENT NO. A-9965
CONTRACT FOR SERVICES
BETWEEN THE CITY OF PALMDALE AND BPR CONSULTING GROUP

This CONTRACT for services ("Contract" herein) is made and entered into by and between the City of Palmdale, a public body corporate and politic, (hereinafter called "CITY"), and BPR CONSULTING GROUP, a S CORPORATION, (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS, CONTRACTOR represents that CONTRACTOR has the expertise and is qualified to perform the services described in this Contract.

NOW THEREFORE, CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1 City Project Manager

To provide the services required by this Contract, CONTRACTOR shall act under the authority and approval of Economic and Community Development Director/designee, who shall oversee this Contract, the work performed by CONTRACTOR, assist CONTRACTOR with any necessary information, audit billings, and approve payments. The CONTRACTOR shall channel all contacts and requests through the City project manager.

2 Description Of Work

2.1 CONTRACTOR shall provide the following services in a manner satisfactory to CITY:

The selected Consultant(s) shall provide plan check services, building inspections Building Official and community development technician services as requested by the City. Such services shall include enforcement of the City's building laws and codes and all applicable California Codes; review of construction drawings to assure compliance with City and California adopted laws and codes; interfacing with permit applicants and community development staff; and conducting inspections. Specific projects may include residential, non-residential, and commercial projects, or any other project type as assigned. Any single job may require one or subsequent reviews of submitted plans. Type of proposed plan check work may include new construction, tract housing, ADU's, remodels, additions, green building, LEED construction, disabled access compliance, flood zone construction, and public nuisance abatement.

1. Plan Review
Consultant, upon request of the City, shall review complex as well as common place commercial/industrial and residential projects for compliance with all applicable California Building Codes as amended by the City of Palmdale, including:

•Structural, architectural, mechanical, electrical, and plumbing;
•Green, energy, and accessibility;
•Provide engineering consultation services for non-engineer City plan check staff.Plan review letter comments shall be specific, detailed, complete, and reference plansheet and plan check numbers and code sections where applicable. Consultant shallbe responsible for the following tasks:
•Issuance of written corrections using the City's Accela/DigEPlan review software;
•Provide subsequent oral and written communications with project representatives as needed to provide code interpretations and obtain plan approvals;
•Complete initial plan reviews within 14 days of receiving the drawings.Subsequent reviews shall be completed within 8 days;
•Expedited plan review services completed within 5 days of receiving the drawings. Subsequent review shall be completed within 4 days;
•Complete field inspections and reports within 14 days;
•Consultant, upon request of the City, shall attend any required meetings connectedwith the plan review or field inspection of City projects;
•Consultant, upon request of the City, shall provide transportation to and from the fieldinspection locations when required.
•Consultant, upon request of the City, shall attend meetings, including but not limited to Development Advisory Board (DAB) meetings, and preliminary submission meetings held for special projects.

When satisfied that the plans comply with the applicable City and State laws, Consultant shall approve plans, stamp the plans, and upload plans to the City's Accela platform for permit issuance. Once uploaded, the Consultant shall notify both the applicant and the City plan reviewers.

2. Building Inspection
Consultant, upon request of the City, shall:

•Provide building inspection services during the course of construction to enforce compliance with the conditions of approval, provisions of the City's building laws, and code requirements set forth on the approved plans for which a permit was issued. In the performance of such duties, the Consultant shall observe each project at the completion of the various stages of construction for compliance with the appropriate City and State code.
•Specialty field inspections and reports by plan check staff are completed within 3 to 5 days of approved plans.
•Perform technical work in the Economic and Community Development Department's Building and Safety Division.
•Inspect residential, rental, and commercial/industrial structural building systems at various stages of construction, alteration, and repair to assure compliance with approved plans, specifications, codes, ordinances, rules, and regulations.
•Maintain a variety of inspection-related records and reports using the City of Palmdale permit software, Permits Plus, and/or Accela.
•In the event of a catastrophe or emergency, provide inspections to assist the City with building safety assessments and provide emergency plan check and inspection services.

3. Contract Community Development Technician
Consultant, upon request of the City:

•Calculate fees and issue building, T.I, residential combo, plumbing, mechanical, electrical, sewer, demolition, industrial waste, and combo commercial permits.
•Use permitting and plan check software to issue and route plans.
•Assist the public on the phone and in person regarding questions or processing permits and questions on local, state, and federal regulations on current City building codes, ordinances, documents, standards, and guidelines.

4. Building Official
Consultant, upon request of the City, shall:

• The Building Official assigned shall be subject to CALPERS reporting requirements.
•Serve as the designated authority charged with the administration and enforcement of local, state, and federal codes, ordinances, and regulations for all buildings and structures; administers the plan review and inspection process of buildingconstruction and alterations.
•Plan, direct, and coordinate the activities of the Building & Safety Division.
•Assist in the development and implementation of goals, objectives, policies, and priorities.
•Direct and participate in the development, implementation, and modification of the plan checking and building inspection policies and procedures of the City.
•Monitor trends, legislation, and standard practices, and advise the Director of Economic and Community Development on appropriate Building and Safety codes, policies, procedures, and practices to adopt.
•Prepare and process updates to the Building Code and related codes needed.
•Provide any other services as may be necessary for the administration and enforcement of the California Building Code and related codes, and application provisions of thePalmdale Municipal Code.
•Assist with and implement new procedures and processes, such as the permit/plan review tracking system.
•Confer with developers, architects, engineers, and others regarding building codes and ordinance requirements.
•Direct and participate in the review and modification of all applicable codes, rules, and regulations.
•Coordinate building safety services, activities, and meetings with other divisions and departments of the City.
•Review engineered plans for residential, commercial, and industrial projects.
•Review and approve all projects prior to permit issuance.
•Appear before agencies, business and civic groups, and other organizations in the presentation and discussion of building and safety-related problems, proposals, projects, and policies.
•Serve as staff and provide recommendations to various City and citizen advisory committees, boards, and committees as assigned.
•Direct and participate in the presentation and administration of the department budget.

•Recommend the appointment of personnel; provide or coordinate staff training; conduct performance evaluations; implement discipline procedures as required; maintain discipline and high standards necessary for the efficient and professional operation of the department.
•Perform related duties as assigned.

5. Selection of Work

The City may request the contracted Consultant(s) to provide quotes and/or negotiate prices on larger or specialty projects on a project-by-project basis. The City's intent is to solicit competitive quotes from contracted Consultant(s) with the lowest price quote for specific projects and services; however, multiple quotes may be requested from several contracted Consultant(s) for a single project and/or the same project and determination will be based on the Consultant's expertise in specific disciplines, availability of consultant's staff, specified hourly rate for specific projects, and other related qualifications as determined by the City Building Official and/or Plan Checker. There is no minimum guarantee of work. The consultant shall be required to provide all invoices for the previous month, no later than the 15th of every month following services rendered to ensure proper billing.

2.2 CONTRACTOR shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

2.3 CONTRACTOR shall not accept any change of scope, or change in contract provisions, to this Contract unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

2.4 CONTRACTOR shall maintain in current status all Federal, State, and local licenses and permits required for the operation of the business conducted by the CONTRACTOR as applicable to this contract.

2.5 All work supplied under this Contract shall be fully guaranteed by CONTRACTOR for the duration of the project. Any defects of design, workmanship, or materials that would result in non-compliance with the Contract specifications shall be fully corrected by CONTRACTOR (including parts and labor) without cost to CITY. The written warranty shall be included with the delivered products to the using Department.

2.6 CITY shall provide to CONTRACTOR, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

3 Contractor's Key Personnel

3.1 **Key Staff.** CITY reserves the right to review and approve CONTRACTOR'S staff including all subcontractors to be assigned to any project by CONTRACTOR during the term of this Contract.

This Contract has been awarded to CONTRACTOR based partially on the key personnel proposed to perform the services required herein. CONTRACTOR shall not

change nor substitute any of these key staff for work on this Contract without prior written approval by CITY.

CONTRACTOR's Team and Key Personnel are as follows:

Ron Beehler, Principal in Charge
Bill Rodgers, Project Manager
Roger Peterson, Plan Review Manager

This Services Contract has been awarded to CONTRACTOR based on its representation that those personnel and subcontractors submitted as part of its bid and listed above will perform the portions of the work listed above.

CONTRACTOR shall not deviate nor substitute any of these team members without prior written approval by CITY.

3.2 **Subcontractors.** During the performance of the Agreement, CONTRACTOR may engage such additional SUBCONTRACTORS as may be required for the timely completion of this Agreement. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Agreement rests with CONTRACTOR.

CONTRACTOR shall not enter into any Subcontract under this Contract for the performance of this Contract without the advance written approval of CITY. The subcontract shall incorporate by reference the terms and conditions of this Contract.

3.3 **Direct Responsibility.** All services required under this Contract shall be performed by CONTRACTOR, or under CONTRACTOR's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

3.3.1 CONTRACTOR shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

3.3.2 CONTRACTOR shall be responsible for payment of all CONTRACTOR's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

3.3.3 CONTRACTOR shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONTRACTOR's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

3.4 Standards of Performance. CONTRACTOR shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONTRACTOR shall correct any such deficiencies or errors without additional

compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY-furnished information.

4 Contract Term

The term of this Contract is TWO (2) YEARS, commencing on the effective date, with CITY reserving the option to extend the agreement for 3 additional terms of one year each.

5 Acceptance And Documentation

Each task shall be reviewed and approved by the Contract Project Manager to determine acceptable completion.

5.1 **Records**. The CONTRACTOR shall retain and shall contractually require each SUBCONTRACTOR to retain all data and other “records” relating to the acquisition and performance of the Contract for a period of five years after the completion of the Contract.

5.2 **Property of CITY.** All materials, including reports, computer programs and other deliverables, supplied or created under this Contract are the sole property of CITY. CONTRACTOR is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. CONTRACTOR shall not use or release these materials without the prior written consent of CITY.

5.3 **Products.** All equipment, materials, parts, and other components incorporated in the work or services performed pursuant to this Contract shall be new, or the latest model and of the most suitable grade for the purpose intended. All work shall be performed in a skilled and workmanlike manner.

6 Price

CITY shall pay to CONTRACTOR an amount not to exceed Seven Hundred and Fifty Thousand dollars ($750000) for the completion of all the work and services described in Section 2, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as follows:

See ATTACHMENT A, Exhibit J (Fee Schedule)

6.1 An application for payment form must be submitted to CITY which shall include the following: a clear, detailed invoice reflecting work being billed for, a summary sheet showing percentage of work completed to date, amount/percent billed to date and current status of all tasks within a project; any/all backup documentation supporting the above items. Work schedule updates must also be included with the payment requests.

6.2 CONTRACTOR shall maintain adequate records and shall permit inspection and audit by CITY of CONTRACTOR’s charges under this Contract. CONTRACTOR shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies.

Such records shall be maintained by CONTRACTOR for five (5) years following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONTRACTOR shall retain its records for the time required by such laws.

6.3 **Payment.** A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or completion of specified services and receipt of a correct invoice.

7 Taxes

7.1 CONTRACTOR shall pay all sales, consumer, use, and other similar taxes required to be paid by CONTRACTOR in accordance with state and local laws.

7.2 CONTRACTOR is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONTRACTOR or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

7.3 CONTRACTOR shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

7.4 When equipment, materials or supplies generally taxable to CONTRACTOR are eligible for a tax exemption due to the nature of the work, CONTRACTOR shall assist the City in applying for and obtaining such tax credits and exemptions, which shall be paid or credited to the City.

8 Patent Fees And Royalties

CONTRACTOR shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, program, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, program, product or device is specified in the contract documents for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONTRACTOR shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, program, product or device not specified in the contract documents, and shall defend all such claims in connection with any alleged infringement of such rights.

9 Indemnification

To the fullest extent permitted by law, CONTRACTOR and any subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter “Indemnified Parties”) for any loss, claim,

demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONTRACTOR, or its subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONTRACTOR and, as applicable, any subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONTRACTOR shall ensure that the contract of any subcontractor working under this agreement contain an indemnity agreement, requiring the subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONTRACTOR shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

10 Insurance

10.1 CONTRACTOR, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed “A” or better in the Best’s Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 10.8, must be reviewed and accepted by the City Attorney**.

10.1.1 Workers’ Compensation and Employer’s Liability
Workers’ Compensation -- coverage as required by the State of California
Employer’s Liability
$1,000,000 each accident
$1,000,000.00 policy limit bodily injury
$1,000,000.00 each employee bodily injury by disease

10.1.2 Commercial General Liability
$2,000,000.00 limit on a per occurrence basis
$4,000,000.00 general aggregate limit

10.1.3 Commercial Automobile Liability
$2,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

10.1.4 Professional Liability (Errors & Omissions)*
$2,000,000.00 per occurrence

10.1.5 Cyber Liability*
$2,000,000 limit on a per occurrence basis

10.2 All of CONTRACTOR’s policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty (30) calendar days prior to termination, cancellation, or reduction of coverage in the policy.

10.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificates shall state: “The City of Palmdale, Successor Agency to the Community Redevelopment Agency of the City of Palmdale, Housing Authority, Industrial Development Authority, Airport Authority, their officers, agents, employees and volunteers are named as additional insured”.

B. “Severability of Interest” Clause.

10.4 Promptly upon execution of this Contract, and prior to commencement of any work, CONTRACTOR shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONTRACTOR has the required coverage and showing the required named insured. Within five (5) days of written request from CITY, CONTRACTOR shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

10.5 The requirements as to the types and limits of insurance to be maintained by CONTRACTOR are not intended to and shall not in any manner limit or qualify CONTRACTOR’s liabilities and obligations under this Contract.

10.6 Any policy or policies of insurance that CONTRACTOR elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer’s right of subrogation against CITY.

10.7 All insurance coverage must be maintained throughout the duration of this Contract.

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverage, limits, deductibles and insured; and endorsements for all applicable coverage if agent has authority to issue it; or additional insured Form CG20100704 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

10.8.2 Binders of insurance for all coverage. Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements and a corresponding Certificate of Insurance listing all insurers and coverage must be submitted to the City Attorney.

10.8.3 *When professional (E&O) and/or cyber liability coverage is provided on a “claims made basis”, CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of

this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

10.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONTRACTOR fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

10.10 CONTRACTOR shall require any and all subcontractors working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONTRACTOR shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 10 will not be impacted and/or limited by such deviation.

11 Termination Without Cause

City reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONTRACTOR shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and subcontractors to cease such work. CONTRACTOR shall also surrender to CITY all finished or unfinished documents, processes, programs and other supplies and materials, which shall be City’s property. As compensation in full for services performed to the date of such termination, the CONTRACTOR shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

12 Termination For Cause

If CITY determines that CONTRACTOR has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, CITY shall give written notice to CONTRACTOR specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for CITY’s dissatisfaction and suggest corrective measures. If, after thirty days, CONTRACTOR has failed to implement appropriate corrective measures, CITY may elect to terminate this Contract in whole or in part.

12.1 In the event CITY terminates this Contract, in whole or in part, for cause, CITY may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

12.2 CONTRACTOR shall provide all finished or unfinished documents, data, studies, software, drawings, programs, processes, maps, photographs, reports, etc., prepared by CONTRACTOR within fifteen (15) working days after notice of termination. Upon such termination, CONTRACTOR shall be paid an amount equal to

the value of the services provided and work performed as of the date of termination, taking into consideration the costs associated with hiring another CONTRACTOR to complete the services. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses. The above is in addition to any other remedies available by law or equity to CITY.

12.3 If, after notice of termination of the Contract under the provisions of this Section 12, it is determined, for any reason, that CONTRACTOR was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 11.

13 Dispute Resolution

All claims, disputes, and other matters in question between CITY and CONTRACTOR arising out of or relating to this Contract or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

14 Ownership And Delivery Of Work Product

All documents, data, reports, studies, analyses, field notes, investigations, plans, specifications, software, programs, manuals, instructions, and other materials of any nature, whether complete or incomplete, that are prepared, developed, or produced by CONTRACTOR or Contractor's subcontractors in the performance of this Agreement (collectively, "Work Product") shall be the exclusive property of the CITY.

All Work Product shall be delivered to or left with the CITY upon completion, expiration, or termination of this Agreement. Upon request, CONTRACTOR shall provide the CITY with originals and reproducible and electronic copies of all Work Product. Electronic copies shall be provided in an unprotected format that allows the CITY to copy, reproduce, modify, and use the Work Product without restriction.

15 Ownership Of Intellectual Property

The Work Product and all intellectual property rights therein shall be deemed "works made for hire" under the United States Copyright Act (17 U.S.C. § 101 et seq.), and the CITY shall be deemed the author and exclusive owner thereof, in perpetuity and worldwide.

To the extent any Work Product does not qualify as a work made for hire, CONTRACTOR hereby irrevocably assigns, transfers, and conveys to the CITY all right, title, and interest in and to such Work Product, including all copyrights, trademarks, patents, and other proprietary rights. CONTRACTOR consents to the use of CONTRACTOR's name in conjunction with the sale, use, performance, and distribution of Work Product, for any purpose and in any medium.

CONTRACTOR agrees to execute any documents and take any actions reasonably requested by the CITY to confirm or perfect the CITY'S ownership of such rights.

CONTRACTOR waives any and all moral rights or similar rights under California Civil Code section 980 or any other applicable law to the extent permitted by law.

16 Delegation And Assignment

16.1 CONTRACTOR shall not delegate or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONTRACTOR from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONTRACTOR and shall not bind or purport to bind CITY and shall not release CONTRACTOR from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONTRACTOR under this Contract.

17 Non-Discrimination And Equal Employment Opportunity

17.1 In performance of this Contract, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status . Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

18 Financial Interest Certification

18.1 CONTRACTOR warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONTRACTOR’s firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 Conflict Of Interest

19.1 CONTRACTOR stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it

will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONTRACTOR to be “financial interested” (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONTRACTOR shall not employ any City official or employee to perform any work required pursuant to this Contract.

19.3 To the extent required by the City Manager or his designee, CONTRACTOR shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 Compliance With Law

20.1 CONTRACTOR shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONTRACTOR uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONTRACTOR.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

20.3 If applicable, CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set forth in Exhibit “A” attached hereto and incorporated herein by reference, as well as the execution of a Worker’s Compensation Certificate attached hereto as Exhibit “B” and incorporated herein by reference.

21 Notification And Access Revocation

The CONTRACTOR shall notify the CITY in writing prior to or no later than twenty-four (24) hours after, the termination, expiration, suspension, reassignment, or removal of any Contractor Personnel with access to the Project or Owner Resources. For Contractor Personnel with Information Technology access, notification must be immediate, or the CITY may consider the CONTRACTOR to be in breach of contract. Notice shall include the individual’s name, role, effective date and time of termination or removal, and systems or resources accessed.

The CITY reserves the right, in its sole discretion, to immediately suspend or revoke access for any Contractor Personnel upon receipt of notice or upon CITY'S determination that such access is no longer required or appropriate.

22 Notices

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

23 Entire Agreement And Amendments

23.1 This Contract is the complete Agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

23.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONTRACTOR hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

23.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

24 Attorney's Fees

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvado Mendez
City Manager

Megan Taggart
Jul 15, 2026, 4:57 PM PDT

BPR CONSULTING GROUP:

Ron Beehler
Jul 16, 2026, 3:16 PM PDT

Ron Beehler
Principal In Charge

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 N. Sierra Highway
Palmdale, CA 93550

ADDRESS FOR NOTICE:
BPR CONSULTING GROUP
PO Box 2404
Granite Bay, CA 95746

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST: If Corporation

William T. Rodgers
Jul 20, 2026, 8:55 AM PDT

Secretary

ATTEST:

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements

Record of Signing

For City of Palmdale
Name Megan Taggart
Title

Megan Taggart

Signed on Jul 15, 2026 4:57 PM PDT

Secured by Concord™
DocumentID: 033qAykqI2NGRY1uutEvcn
SigningID: 033qAykZENVOhnXZ00A14S
UTC Signing time: 2026-07-15 23:57:02 UTC
IP Address: 45.62.177.244
Email: mtaggart@cityofpalmdaleca.gov

For Ron Beehler
Name Ron Beehler
Title rbeehler@bpr-grp.com

Ron Beehler

Signed on Jul 16, 2026 3:16 PM PDT

Secured by Concord™
DocumentID: 033qAykqI2NGRY1uutEvcn
SigningID: 033qhrBW8j2RMOSiPtuskU
UTC Signing time: 2026-07-16 22:16:45 UTC
IP Address: 12.71.106.162
Email: rbeehler@bpr-grp.com

For BPR Consulting Group
Name William T. Rodgers
Title Partner

William T. Rodgers

Signed on Jul 20, 2026 8:55 AM PDT

Secured by Concord™
DocumentID: 033qAykqI2NGRY1uutEvcn
SigningID: 033sprcGg98ZXIERLKJFdy
UTC Signing time: 2026-07-20 15:55:47 UTC
IP Address: 70.9.92.255
Email: brodgers@bpr-grp.com

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Where agreements happen.

Signed with https://www.concord.app/

Prepared By:
BPR Consulting Group
2930 Inland Empire Blvd., Suite 116
Ontario, CA 91764

Proposal to Provide
As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services

Prepared For:
City of Palmdale
38300 Sierra Highway
Palmdale, CA 93550

March 26, 2026

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LETTER OF TRANSMITTAL

March 26, 2026
City of Palmdale
Purchasing Division
38300 Sierra Highway
Palmdale, CA 93550

RE: Proposal to Provide As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services

BPR CONSULTING GROUP
2930 Inland Empire Blvd. #116
Ontario, CA 91764

AUTHORIZED INDIVIDUAL:
Ron Beehler, SE, CBO
Principal
2930 Inland Empire Blvd. #116
Ontario, CA 91764
P: 916.204.3178
rbeehler@bpr-grp.com

Thank you for the opportunity to present this proposal to provide As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services for the City of Palmdale. We understand that the City of Palmdale is looking to partner with a highly qualified firm with the depth of resources and qualified staff to provide the requested building safety services on an as-needed basis. BPR has current experience providing these same services to nearby Southern California communities and a highly qualified team that is very familiar with the City of Palmdale. With a staff of over 120 professionals, BPR has the knowledge, experience, and staffing resources needed to provide the requested **Plan Check, Community Development Technician, Building Inspection, and Building Official Services** and to support the City in an efficient and professional manner.

Our proposed team is ready to begin providing the requested on-call services immediately. Our proposal provides a detailed introduction to our firm and a clear description of BPR's ability to enhance responsiveness, reduce turnaround times, and improve customer service for the City of Palmdale. BPR fully understands the scope of work as described in the RFP and is well-equipped to provide the City with the requested services efficiently, economically, and in compliance with applicable industry standards and best practices.

Ron Beehler, SE, CBO will be the primary point of contact through the proposal and agreement process. As a principal of BPR Consulting Group, Ron is authorized to bind the firm to all commitments made in our proposal. Bill **Rodgers, SE,** also a principal of BPR, will serve as Project Manager. All forms, certificates, and compliance requirements included in RFP No. 26-001-6110 are completed and duly submitted in the proposal response. We will not be using subcontractors to perform any of the requested services. BPR acknowledges that all documents submitted pursuant to this RFP will become a matter of public record. Our proposal remains firm for 120 days following the due date of this submittal, March 26, 2026.

Please feel free to contact me if you have any questions concerning our qualifications or the services we provide. I can be reached at rbeehler@bpr-grp.com or **916.204.3178**. BPR is in receipt of all questions and answers posted on Palmdale's PlanetBids website. Thank you for taking the time to review our qualifications. We look forward to the opportunity to contribute to and support the community spirit of the City of Palmdale.

Sincerely,

Ron Beehler, SE, CBO | Principal
BPR CONSULTING GROUP

ORGANIZATION STRUCTURE, QUALIFICATIONS, EXPERIENCE

FIRM INTRODUCTION

BPR Consulting Group was founded by a group of experienced veterans of the building safety industry with the sole focus of providing all aspects of building department services including thorough and efficient as-needed plan check, permit technician, building inspection, and building official services on behalf of California communities. Our leadership team ***has worked together for nearly 22 years consecutively, since 2021 as BPR, supporting building departments throughout California*** and collectively possesses ***more than 100 years of experience*** providing building safety services to cities, counties, state agencies and other municipal agencies throughout California and the Western United States. Our mission is to support California building departments in a professional manner by providing efficient, timely and superior quality building safety services for the communities we serve.

HEADQUARTERS:
BPR Consulting Group
P.O. Box 2404
Granite Bay, CA, 95746

SOUTHERN CALIFORNIA (LOCAL OFFICE SERVING PALMDALE)
2930 Inland Empire Blvd. #116
Ontario, CA 91764

NORTHERN CALIFORNIA OFFICE
2130 Professional Dr. #150
Roseville, CA 95661

CENTRAL CALIFORNIA OFFICE
1027 Central Place
Madera, CA 93637

OWNERS | PRINCIPALS
Ron Beehler, SE, CBO
Roger Peterson, SE
Bill Rodgers, SE, ICC

Our talented staff of experienced ICC certified plans examiners, California licensed engineers and architects, OSHPD and CASp experts, ICC certified building inspectors, ICC certified permit technicians and ICC certified building officials have extensive experience providing the same building and safety division services as those being requested by the City of Palmdale. BPR's staff members presently provide similar on-call services for numerous public agencies throughout the State of California including the nearby Southern California communities of El Monte, Artesia, Gardena, Maywood, Bell Gardens, Redondo Beach, Ontario, Claremont, Pomona, Rancho Cucamonga, Eastvale, Murrieta, La Mesa, and the Counties of Los Angeles, San Bernardino and San Diego, to name a few.

Unlike the large national firms, BPR's services are focused on the delivery of high-quality building safety services, tailored to your community's specific needs, with the goal of exceeding your expectations by:

- Providing all services in a **timely and cost-effective** manner.
- Providing a **high level of customer service** for internal and external customers.
- Providing **qualified and experienced personnel** who have the ability to perform thorough plan reviews and inspect all aspects of projects and effectively identify, communicate and explain relevant code requirements to designers, contractors, and owner builders.
- Work **collaboratively** and **supportively** with other City departments.

- Balancing the need to ensure conformance to standards and regulations with the need for **predictability, uniformity, and efficiency**.
- **Adjusting staffing levels** to meet service demands.

Our **Building Safety team of 120+ professionals** consists of the following: California licensed structural, civil, mechanical, electrical, and fire protection engineers; ICC certified building plans examiners and certified Access Specialist (CASp) professionals, as well as ICC certified building officials, ICC certified permit technicians, and highly experienced administrative personnel.

Building department services that we provide to municipalities and agencies include:

- Building safety plan review services
- CASp plan review and inspection services
- Permit technician and support services
- Building department management services
- Building inspection services
- Building Official services
- Fire prevention plan review and inspection services
- Civil plan review and inspection services
- Planning Services

ORGANIZATIONAL STRUCTURE

BPR is a California Limited Liability Corporation. No ownership changes have occurred in the past five (5) years. BPR has no parent or subsidiary relationships. All of our offices are fully staffed with licensed engineers and ICC certified plans examiners, multiple well-qualified field inspectors, community development technicians, and building officials are sourced out of each regional office.

MAJOR FUNCTIONAL AREAS

Below are the primary functional areas relevant to this proposal and the key staff who will lead these areas. Further details on each individual are provided in the following section, Proposed Staffing and Management Plan, as well. The key staff identified below have the ability to respond immediately to issues related to the services we provide and have a proven track record of doing so as will be confirmed by our client references. Staff will be available based on the needs of specific staffing requests or plan review assignments to ensure all service requests are addressed in a timely manner.

Project Management

- **Ron Beehler, SE, CBO, ICC, –** Principal in Charge
- **Bill Rodgers, SE, ICC, –** Project Manager

Plan Checking Services

- **Roger Peterson, SE** – Roger will have overall responsibility for delivery of plan review services, ensuring plans are reviewed accurately and on time. Years of performance: 35
- **Charles Nganga, SE** – Lead Structural Plans Examiner. Charles leads our structural plan review team, providing expert plan review services as well as guidance, mentorship and education for our structural plans examiners. Years of performance: 10
- **Denise Reese, ICC, CBO** – Lead Non-Structural Plans Examiner. Denise leads our non-structural plan review team, providing expert life safety plan review services as well as guidance, mentorship and education for our non-structural plans examiners. Years of performance: 16

Building Inspection Services

- **Mark Berg, CBO, MCP, ICC** – Mark will lead the building inspection team. Mark is a highly experienced building inspector for all types of projects both commercial and residential. Mark provides expert guidance for our building inspection team. Years of performance: 31

Permit Technician (Community Development Technician) Services

- **Denise Reese, ICC, CBO** – Denise will lead the team of permit technicians providing Community Development Technician Services. Denise began her career as a Permit Technician and provides guidance and management for our permit technician team. Years of performance: 16

Building Official Services

- **Mark Berg, CBO, MCP, ICC** – Mark will serve as lead Building Official. Mark is a highly experienced building official, with extensive experience providing building official services to numerous Los Angeles area and Inland Empire jurisdictions. Years of performance: 31

- **Ron Beehler, SE, CBO, ICC, -** Ron will serve as a back up Building Official. Ron has extensive experience providing building official services for multiple California communities including interim assignments. Years of performance: 35

FINANCIAL CONDITION

BPR Consulting Group is financially sound, and we maintain adequate cash reserves to meet the ongoing business needs of our firm. Additionally, BPR has no outstanding debt and neither BPR nor any of its principals have ever filed for bankruptcy. BPR does not have any performance-related litigation, contract defaults, planned office closures, impending mergers, bankruptcies or other conditions related to the financial health of the company. Requested financial information can be found in the Appendix.

EXPERIENCE PERFORMING LIKE SERVICES

The matrix below illustrates key personnel experience with local jurisdictions for whom BPR provides services similar to those requested by the City of Palmdale. Key personnel will be assigned to the City of Palmdale for the duration of the agreement. Descriptions of services provided and specific project examples are provided in the Similar Project Experience section of this proposal.

Project Name	Key Personnel									
	Ron Beehler, SE, CBO	Bill Rodgers, SE, ICC	Roger Peterson, SE	Mark Berg, CBO, MCP, ICC	Charles Nganga, SE	Denise Reese, ICC	Andrew Burke, CASp, ICC	Jingpei Zhang, PE	Tom Trimberger, ICC	Mark Coco, ICC
City of Gardena Building Plan Review and Inspection	●	●	●	●	●	●	●	●	●	●
County of Los Angeles Building Plan Review	●	●	●	●	●			●	●	
City of El Monte Building Department Services	●	●	●	●	●	●	●	●	●	●
City of Bell Gardens Building Department Services	●	●	●	●	●	●		●	●	●
City of Maywood Building Plan Review and Inspection	●	●	●	●	●	●		●	●	●
City of Eastvale Building Plan Review	●	●	●	●	●	●	●	●	●	
City of Claremont Building Department Services	●	●	●	●	●	●		●		
City of Ontario Building Plan Review and Inspection	●	●	●	●	●	●	●	●	●	●
City of Pomona Building Plan Review and Inspection	●	●	●	●		●	●		●	

PROPOSED STAFFING AND MANAGEMENT PLAN

Ron Beehler, SE, CBO will serve as **Principal-in-Charge** and be the primary contact throughout the proposal/contract negotiation period. Our proposed **Project Manager, Bill Rodgers, SE, ICC**, has decades of direct experience working with Southern California communities, including Palmdale, in the provision and management of Building Safety services. Bill is committed to providing superior service to our customers. Bill values honesty, integrity, and quality workmanship and will guide BPR's delivery of services beginning with a clear understanding of Palmdale's protocols, priorities and expectations, informed by previous experience working with the City of Palmdale. Bill will work closely with **Roger Peterson, SE,** to ensure plan check services are delivered in a timely and professional manner. Bill will also work closely with **Mark Berg, CBO, MCP, ICC** regarding the delivery of building inspection and building official services. Ron, Bill, Roger and Mark are all excellent communicators with customers as well as with each other and have a proven track record of working quickly to understand and resolve any issues that may arise with the delivery of services.

LEADERSHIP

Ron Beehler, SE, CBO, ICC PRINCIPAL | **PRINCIPAL-IN-CHARGE, BUILDING OFFICIAL**

Ron is licensed as a Civil and Structural Engineer in California and Nevada, certified by the International Code Council as a Building Official, Plans Examiner and Building Inspector. Ron is uniquely qualified to evaluate and manage all building department services. He utilizes experience gained through more than 35 years of hands-on experience performing life safety, accessibility and structural plan reviews to successfully manage building departments, building department services and high-profile projects on behalf of public agencies throughout California. Ron's experience includes establishing and coordinating on-site building department services for large multi-building projects and unique fast paced development projects. His background includes the position of Chief Building Official with the City of Sacramento directing a staff of 120 engineers, plan reviewers and building inspectors, Chief of Engineering Design and Construction for the California National Guard and Senior Structural Engineer with the Office of Statewide Health Planning and Development (OSHPD). Ron has extensive OSHPD experience including OSHPD-3 in addition to flood plain experience. Ron has been the designated Flood Plain Manager for several communities. Ron has served as Chief Building Official for multiple California public agencies including interim assignments. Ron recently served as Chairman of CALBO's Structural Committee. Years of Experience: 35; Years with BPR: 5

Bill Rodgers, SE, ICC PRINCIPAL | **PROJECT MANAGER**

Bill is a California licensed Civil and Structural Engineer with 31 years of experience in the field of structural engineering, including 22 years of experience as a plan review engineer. Bill has worked closely with building departments across the State of California and has assisted government agencies with numerous projects of varying size and type. Bill has extensive experience with OSHPD-3 project plan review and inspections. Additionally, Bill is well versed in flood zone requirements. Under previous employment Bill was instrumental in providing and managing plan review services for the City of Palmdale and is well versed with Accela and DigEPlan systems. His wealth of experience includes managing the delivery of building department services throughout California on behalf of public agency clients and performing structural plan review for commercial and residential projects. Years of Experience: 31; Years with BPR: 5

Roger Peterson, SE PRINCIPAL | **PLAN REVIEW MANAGER**

Roger is a California licensed Civil and Structural Engineer, and an experienced building safety professional with 35 years of experience in structural design, building plan review and plan review management. Roger has extensive experience with OSHPD-3 project plan review and inspections. Roger is also well versed in flood zone requirements. Roger has managed plan review services for all types of building structures including single and multi-story steel, and concrete-framed buildings, as well as structures utilizing timber, and masonry framing systems. Roger utilizes his detailed code knowledge, extensive design experience and on-site construction project experience to ensure accurate, thorough, and timely plan review services on behalf of municipal client agencies. Roger has many years' experience working with Accela and DigEPlan software systems. Years of Experience: 35; Years with BPR: 5

PRIMARY KEY PERSONNEL

Mark Berg, CBO, MCP, ICC BUILDING OFFICIAL

Mark is an ICC certified Building Official, Fire Code Official, Plans Examiner, Building Inspector, and Master Code Professional with 35 years of experience performing life-safety, architectural, mechanical, plumbing, electrical, and fire reviews in residential, multi-family and commercial projects. Mark has successfully guided department staff with inspection and plan review of all phases of complex construction projects. He is experienced utilizing building department permit tracking software and managing and performing all common building department responsibilities, including plan review, multi-discipline inspections, plan review and inspection scheduling, field supervision, regulatory compliance, code interpretation, and project acceptance. Mark also possesses exceptional skills in complaint resolution, problem solving, damage assessment, and team building. Years of Experience: 35; Years with BPR: 5

Charles Nganga, SE, ICC STRUCTURAL PLAN REVIEW

Charles is a California licensed Structural Engineer with a Master of Science degree in Civil Engineering from California Polytechnic State University in San Luis Obispo. He is also an ICC certified Plans Examiner with 10 years of

experience. His work experience, excellent education and solid commitment to the industry have enabled Charles to develop a solid track record of consistently providing clients with exceptional service. Charles also shares his skill and knowledge with other building safety professionals by developing and teaching building code related classes. Years of Experience: 10; Years with BPR: 4

Denise Reese, CBO, ICC NON-STRUCTURAL PLAN REVIEW

Denise is an ICC certified Chief Building Official and Life Safety Plans Examiner. She has 16 years of extensive experience performing life-safety, architectural, mechanical, plumbing, electrical, and minimal structural reviews in residential, multi-family and commercial projects, including OSHPD-3 licensed facilities. This valuable experience is also evident in that Denise specializes in working with applicants, designers and jurisdictions, having successfully served multiple California communities. Years of Experience: 16; Years with BPR: 4

Andrew Burke, CASp, ICC ACCESSIBILITY PLAN REVIEW

Andrew is a Certified Access Specialist and ICC certified Plans Examiner with 14 years of industry experience in plan review, inspection, administration and estimating. Andrew has extensive plan check experience in multi-story mixed use projects and provides in-depth review of accessibility issues to ensure compliance with all California Building Codes. His CASp certification provides him with the ability to ensure all aspects of accessibility have been achieved. His formal training in ICC codes, as well as on-the-job experience, helps him to provide thorough and accurate commercial and residential plan reviews and inspections. Andrew is an excellent asset to any building department both in the office and out in the field. Years of Experience: 14; Years with BPR: 3

Jingpei Zhang, EE ELECTRICAL PLAN REVIEW

Jingpei is a licensed Electrical Engineer in California and has 30 years of experience. He holds a Master's Degree in Electrical and Electronic Engineering. His extensive experience in designing a variety of facilities and systems lends to his ability to provide excellent plan review services. His experience includes the design of electrical distribution systems for healthcare centers, data centers, commercial and industrial building and educational facilities. **Years of** Experience: 30; Years with BPR: 5

Thomas Trimberger, ME, CBO, ICC MECHANICAL PLAN REVIEW

Thomas has 43 years of experience working as an engineer and within building departments both successfully providing and supervising virtually all building department functions. Thomas is a California registered Mechanical Engineer, ICC certified Building Official, Plans Examiner and Building Inspector. His extensive experience and knowledge enable him to provide excellent services to our clients. Thomas is skilled at developing relationships with developers, designers and the community to ensure plan reviews, inspections and development review functions are performed in an effective and efficient manner. He continuously assists clients by providing guidance and education on the construction and inspection process. Always helpful, personable, professional and successful in delivering a high level of customer service. Years of Experience: 35+; Years with BPR: 5

Mark Coco, ICC BUILDING INSPECTOR

Mark is an ICC certified Combination Building Inspector with a strong background in residential and commercial construction. He performs inspections across a variety of systems including roofing, electrical, mechanical, and plumbing, ensuring compliance with building codes and safety standards. With hands-on experience in home remodeling and special inspections, Mark is well-versed in construction practices such as framing, drywall, tile,

hardware installation, and finish work. He also brings experience in strategic planning, reporting, and team collaboration to support efficient inspection processes. Years of Experience: 7; Years with BPR: 2

Samantha Barker, ICC PERMIT TECHNICIAN

Samantha is an ICC certified Permit Technician with 46 years of experience providing permit technician services in support for municipal building departments. Samantha's experience includes updating databases, data input, permit tracking system management, and report generation. In addition to her technical abilities, Samantha utilizes her excellent customer service skills to assist department customers, applicants, and City staff. Samantha is efficient, detail oriented and possesses the ability to multi-task. Years of Experience: 5; Years with BPR: 5

PRIMARY BACKUP PERSONNEL

Martha Diaz, PE, ICC STRUCTURAL PLAN REVIEW

Martha is a California licensed Civil Engineer with over 17 years of experience providing structural and architectural plan review services for Southern California public agencies. Her background includes residential and commercial projects, with expertise in reviewing plans, calculations, and soils reports for building code compliance. Martha has worked extensively with homeowners, architects, contractors, and design professionals to support efficient project delivery. She brings a thorough, code-focused approach and strong customer service skills to every plan review assignment. Years of Experience: 18

Homayoun Hamedani, PE STRUCTURAL PLAN REVIEW

Homayoun is a California licensed Civil Engineer with over 25 years of experience in structural engineering, including design, analysis, project management, and plan review services. His background includes residential hillside and high-end custom homes, as well as commercial projects such as restaurants, theaters, department stores, retail buildings, parking structures, and concrete podium construction. He has extensive expertise in lateral force resisting systems, foundation design, concrete and steel structures, and shoring systems. Homayoun is highly effective at ensuring compliance with all applicable building codes, ordinances, and agency requirements, and he brings strong technical expertise, meticulous attention to detail, and a practical understanding of California Building Codes and seismic requirements. He is known for his thorough approach, sound engineering judgment, and commitment to delivering reliable, code-compliant solutions. Years of Experience: 28

Robert Badmagharian, EIT STRUCTURAL PLAN REVIEW

Robert has 12 years of experience as a Structural Plans Examiner leading complex architectural and structural plan reviews for commercial and residential projects with a strong focus on regulatory compliance, technical assessments, and stakeholder collaboration. Robert brings a proven ability to streamline permitting processes, provide expert consultation, and coordinate across internal and external teams while staying current with industry regulations and best practices. Years of Experience: 12

Maxwell Weninger, ICC, EIT NON-STRUCTURAL PLAN REVIEW

Maxwell has 5 years of experience as an ICC certified Electrical Plans Examiner and is working towards his professional engineering license. Max brings experience reviewing electrical plans for a wide variety of projects including large-scale multistory hotels, large-scale apartment buildings, industrial facilities, large- and small-scale

residential structures and residential solar projects. Max is an effective communicator and a team player, always striving to make the plan review process as smooth as possible for applicants. Years of Experience: 5

Kevin Brenton, CBO, CASp, ICC NON-STRUCTURAL PLAN REVIEW

Kevin is a California certified Building Official, a CASp professional and Commercial Combination Building Inspector with 27 years in the construction and inspection industry combined. He is an active local chapter member of the International Association of Plumbing and Mechanical Officials and active member of the local chapter of the International Code Council. Years of Experience: 27

Gabriela Scott, ICC NON-STRUCTURAL PLAN REVIEW

Gabriela has 28 years of combined experience as a Plans Examiner, Building Inspector and Building Official. She is skilled in providing plan review, as well as building and fire sprinkler inspections, for residential, commercial and industrial buildings. Gabriela also brings extensive experience regarding Green Building requirements and accessibility issues, and superior customer service skills. Years of Experience: 28

Markos Seven, ICC NON-STRUCTURAL PLAN REVIEW

With a Bachelor's Degree in Electrical Engineering and 16 years of experience, Markos' plan review focus is on mechanical, electrical and plumbing plans and specifications, reviewing documents for compliance with applicable MEP codes, ordinances and regulations. Marcos' experience includes 16 years in the building construction industry on commercial and residential projects, malls, health care, and airports, with extensive experience with electrical, mechanical, and plumbing (MEP). He has broad experience in strategic planning, the entire project management cycle, defining project constraints, risk assessment, and performance measures. Markos is diligent, detail-oriented and adept at working with all project stakeholders. Years of Experience: 4

Todd Morris, CBO, ICC BUILDING INSPECTION

Todd has over 30 years of experience in building and safety, project management, and construction oversight, serving in roles such as Building Official, Plans Examiner, Inspector, and Code Enforcement Officer. He has a strong background in construction codes, plan review, inspections, and municipal operations, with extensive experience coordinating projects, contractors, City departments, utility companies, and the public. Todd is skilled at providing code interpretation, resolving construction and plan review challenges, and developing efficient, cost-effective solutions across a broad range of projects. He also has experience in staff training and development, budget oversight, and ensuring compliance with safety, regulatory, and industry standards. Years of Experience: 30

Ben Jackson, ICC BUILDING INSPECTION

Ben is a talented and personable Building Inspector with over a decade of experience in the construction and electrical industry. Ben is an ICC certified Residential Combination Building Inspector, Building Plans Examiner, Residential Electrical Inspector and Combination Commercial Inspector. He is familiar with interpreting blueprints, technical drawings and project specifications to ensure compliance with design standards and codes. Years of Experience: 13

Luis Gonzales, ICC BUILDING INSPECTION

Luis is an ICC certified Building Inspector with 6 years of related experience and a strong dedication to the construction and inspection industry. Organized and detail-oriented, he approaches every project with reliability and focus. Bilingual in Spanish and English, Luis excels in communication, allowing him to collaborate effectively with diverse teams and ensure projects run smoothly. He is skilled in problem-solving and committed to maintaining safety, quality, and efficiency on every job. Years of Experience: 6

Frank Mendoza, ICC BUILDING INSPECTION

Frank is an ICC certified Building Inspector with 9 years in inspection and over 25 years of experience in residential and commercial construction, including tenant improvements. He inspects and evaluates projects involving metal stud framing, drywall installation, and wood frame construction. Frank is a proficient communicator, fluent in Spanish, who effectively collaborates with contractors, city officials, and team members. He demonstrates strong problem-solving abilities, attention to detail, and time management skills, and is committed to maintaining safety and code compliance on every project. Years of Experience: 9

ABILITY TO RESPOND

As a full-service building department consulting company, BPR Consulting Group maintains a staff of 120+ individuals with the experience, aptitude, and qualifications to perform all aspects of the building department services the City is requesting. We are a local firm located in the Los Angeles County region with significant local staff resources. Key personnel specifically selected to serve the City of Palmdale have many years of experience working together in a collaborative manner which results in effective and consistent communication. This type of communication is an asset to your City and your community, and leads to superior plan review, building inspection, community development permit technician and building official services.

Our significant depth of staff resources allows BPR the ability to address our clients' needs quickly and seamlessly providing one or multiple building safety professionals to meet requested staffing needs. Our plan review team has the depth of resources necessary to complete all plan review assignments, thoroughly and on time. Our depth of inspection resources allows us the ability to provide experienced and well-qualified building inspectors when needed. Multiple building officials and community development permit technicians complete our team of professionals committed to supporting one another and the City of Palmdale, resulting in building division success and customer satisfaction. We understand our role in the development process and take our work and commitment to our clients seriously.

BPR has experienced and qualified staff to provide substantial benefits to the City of Palmdale. Major strengths of our team include:

- A team of local professionals with high-level experience and skills in successfully providing building plan review and inspection services to communities similar to the City of Palmdale.
- Staff with a customer service focus and the knowledge and ability to apply building code provisions, building department policies and procedures uniformly and fairly.
- Promoting cooperation and partnership with other jurisdiction departments and outside agencies.
- Licensed plan review engineers, ICC and CASp certified plans examiners for thorough and timely plan review services.
- Staff with extensive **experience working with Accela and DigEPlan software systems** for project tracking and plan review.
- Extensive experience providing progressive plan review services for major and unique projects.
- The ability to adjust service levels as required to meet your workload needs.
- The ability to provide services in a timely and cost-effective manner and to remain within budget constraints.

COMMITMENT OF TEAM

Key personnel proposed will be available to perform the proposed services for the duration of the contract, on-site when requested by the City. BPR acknowledges that no person designated as "key" to the proposed service will be removed or replaced without the prior written concurrence of City. Additionally, BPR understands the City of Palmdale reserves the right to direct BPR to remove any individual, including Key Personnel, assigned to the resultant agreement.

TEAM MEMBERS / ORGANIZATION CHART

The organization chart below illustrates the BPR team, and the key personnel selected to serve the City of Palmdale, designated in **bold** text and with '*'. The balance of the staff shown below is available to provide services for the City of Palmdale on an as-neded basis. The entire BPR staff is committed to providing the City of Palmdale with high quality, dependable service.

TECHNICAL PROPOSAL

LEADERSHIP CONTACT INFORMATION

Name	Role	Email	Phone	Capacity
Ron Beehler, SE, CBO	Principal in Charge	rbeehler@bpr-grp.com	916.204.3078	As needed
Bill Rodgers, SE, ICC	Project Manager	brodgers@bpr-grp.com	925.255.0100	As needed
Roger Peterson, SE	Plan Review Manager	rpeterson@bpr-grp.com	916.202.2902	As needed

Note: All BPR employees can be reached through our main number: 916.562.3600.

SCOPE OF WORK

We understand that the Scope of Work identified in Section 3 of the RFP will be incorporated into the resulting contract. BPR is prepared to immediately provide all plan check services, building inspections/building official and community development technician services as requested by the City and described in Section 3.

Highlights of our abilities to provide all requested services include:

- **Plan Checking**

  BPR, upon request of the City, will review complex as well as common place commercial/industrial and residential projects for compliance with all applicable California Building Codes as amended by the City of Palmdale, including structural, architectural, mechanical, electrical, and plumbing, Green, energy, and accessibility. BPR has multiple experienced CASp professionals and the largest staff of California licensed engineers in the region available for consultation with non-engineer City plan check staff. **All BPR plans examiners are competent users of Accela/DigEPlan software.**

  Throughout the plan review process our dedicated staff will provide continuity and reliability, ensuring effective coordination among all stakeholders. Our professional approach prioritizes customer service, proactive problem-solving, and meticulous attention to detail. By maintaining open lines of communication and leveraging our technical expertise, we help facilitate smooth project delivery, maintain quality standards, and reduce schedule risks.

- **Building Inspection**

  BPR's experienced, ICC certified building inspectors will provide building inspection services during the course of a construction to enforce compliance with the conditions of approval, provisions of the City's building laws, and code requirements set forth on the approved plans for which a permit was issued. BPR building inspectors will observe each assigned project at the completion of the various stages of construction for compliance with the appropriate City and State codes. BPR's inspectors are

experienced in performing Specialty field inspections and qualified to perform technical work in the Economic and Community Development Department's Building and Safety Division.

- **Contract Community Development Technician**

  BPR's experineced, ICC certified permit technicians will accurately calculate fees and issue building, T.I., residential combo, plumbing, mechanical, electrical, sewer, demolition, industrial waste, combo commercial permits using Accela/DigEPlan software. In a knowledgeable and personable manner they will assist the public on the phone and in person regarding questions related to project status, inspection schedules, permit fees, permitting requirements, local, state, and federal regulations,City building codes, ordinances, documents, standards and guidelines.

- **Building Official**

  BPR's highly experienced building officials will provide professional, effective building and safety division leadership and administration. They will enforce local, state, and federal codes, ordinances, and regulations for all buildings and structures and administer the plan review and inspection process of building construction and alterations. Our building officials have served local Southern California jusrisdictions for many years and will use their experience, connections, and expertise to benefit of the City of Palmdale.

FIRM CAPABILITIES

A detailed list of the services we provide is provided below, including **CASp plan review, flood zones** and **OSHPD-3 facilities**.

PLAN REVIEW SERVICES

Our plans examiners have a thorough understanding of code requirements, are able to read, understand and interpret construction documents, topography and grading plans, energy calculations, geotechnical reports, structural calculations, electrical load calculations, commissioning reports, and other associated design documents. Our plans examination staff have the ability to prepare well-written plan review letters, communicate effectively orally and in writing and work effectively with City staff, project design teams, contractors and permit applicants. Our plans examiners possess knowledge of the most current state and local adopted building standards.

Architectural

BPR's non-structural plans examiners have provided plan review services for a vast array of projects including large residential, commercial, institutional, industrial, retail, and OSHPD 2, 3 and 5 medical office buildings. Many of our plans examiners are CASp certified. Completed plan review projects range from single-story

residential projects to complex high-rise commercial buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current editions of the following model codes:

- California Building Standards Code (Title 24) Parts 1 through 6 and 9
- International Building Code (IBC)
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- California Code of Regulations (CCR) Titles 19 and 25
- Jurisdiction-Adopted Amendments or Ordinances
- California Existing Building Code
- California Historical Building Code

Structural

Our structural engineers have extensive experience reviewing and designing building projects subjected to the significant seismic loads necessitated by the geographic location of the City of Palmdale. Our structural engineers have reviewed all types of projects including residential, multi-family, commercial, and multi-story projects including mid-rise and high-rise projects, institutional projects, industrial projects, retail buildings, schools, medical office buildings and court facilities.

Our structural engineers have experience designing and reviewing projects constructed with all building materials including the following:

- Wood
- Reinforced Masonry
- Heavy Timber / Timber Frame / CLT
- Reinforced and Prestressed Concrete
- Stressed Skin Panels
- Structural Steel
- Light Gauge Steel Framing
- Straw Bale
- Rammed Earth
- Insulated Concrete Forms, (ICF)

Our engineers have designed or reviewed a wide array of structural lateral force resisting systems including:

- Structural steel moment frames
- Buckling-restrained braced frames
- Eccentric braced frames
- Concentric braced frames
- Concrete moment frames
- Wood shear wall systems
- Masonry shear wall systems
- Concrete shear wall systems
- Cantilevered column systems
- Pre-stressed and post-Tensioned Concrete
- Various proprietary lateral force resisting systems

Our structural engineers and inspectors are experienced with the provisions of most model codes including current versions of:

- CCR Title 24, Part 2, Volumes 2 & 2.5
- International Building Code (IBC)
- AISC 341, 358 and 360
- ASCE 7
- ASCE 41
- AISI Standards for Cold Formed Steel
- ANSI / AF&PA NDS for wood framing
- ACI 318
- ACI 530 / TMS 402/602
- California Historic Building Codes
- California Existing Building Codes
- NEHRP

Mechanical, Plumbing & Electrical

BPR's Mechanical and Electrical Engineers are well versed in the California Mechanical, Plumbing and Electrical Codes. We will review submitted design documents to ensure compliance to the current edition of the following codes:

- California Building Code
- California Residential Code
- California Plumbing Code
- California Mechanical Code
- California Electrical Code
- Jurisdiction-adopted amendments

Energy Compliance

Our engineers and plans examiners are up to date on all California Energy Code requirements as they relate to both new and remodel construction for all project types. Our staff have experience verifying California Energy Code requirements for projects located within all climate zones. The Energy Efficiency Standards for Residential and Non-Residential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards have been updated since that time to address a multitude of building components, systems and equipment with the goal of having new and updated buildings be more energy efficient, comfortable for building occupants, and less reliant of fossil fuels.

Green Building Standards

BPR's plans examination staff have a working knowledge of the proper incorporation of CALGreen building criteria into project designs and the resulting potential impact of these standards related to building code compliance and the environment. Our plans examiners will review project documents to verify compliance with adopted Green Building Code Standards as required by state law and local amendments and ordinances.

LEED

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design methodologies, construction, operations, and building maintenance. LEED certification consists of a variety of rating systems applicable to multiple building types including commercial as well as residential. Ratings reflect a measure of how well a building performs across many sustainability metrics including: energy savings, water efficiency, CO2 emissions reduction, indoor environmental quality, energy usage and the projects impact on the local environment.

Access Compliance & CASp Review

All BPR CASp-certified plan review and inspection professionals are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. Our staff are experts in the industry, maintaining appropriate certifications

demonstrating their expertise, and are experienced providing services for building departments in a seamless manner balanced and in coordination with our client's expectations and needs. We work collaboratively with our clients to address accessibility plan review and inspection related issues as efficiently as possible.

Our plans examiners are fully trained and familiar with California Building Code Accessibility requirements and ADA compliance requirements and are available for plan review and/or inspection services. We offer support to municipalities for compliance enforcement and/or developing transition plans. We can assist our clients in researching and providing interpretations of various specific issues related to access compliance including access compliance obligation, transition plan development, construction costs and phasing, and regulation interpretations.

Flood Zones

BPR's staff of engineers and plans examiners have experience in providing plan reviews for projects located in FEMA designated flood zones and areas prone to flooding. BPR Consulting Group's staff has provided numerous plan reviews for projects located in flood zones using FEMA's Technical Bulletins as well as locally adopted ordinances. Additionally, members of our team have participated in state-sponsored committees to establish guideline and building code requirements for projects planned in areas designated as flood zones.

OSHPD 2, 3 & 5

BPR Consulting Group's staff of plans examiners and building inspectors have extensive experience providing plan review and inspection services for OSHPD 2, 3 and 5 projects. BPR staff members have sucessfully plan reviewed many OSHPD3 hemodialysis centers, outpatient surgery centers, hyperbaric chamber wound care facilities, and acute psychiatric facilities. BPR maintains an OSHPD certified inspectors on staff specifically to provide inspection services for OSHPD 2, 3, and 5 projects during construction. Our staff is well versed with the OSHPD 2, 3 and 5 requirements included in the California Building Code. Our inspection staff has recent experience providing inspection services for hemodialysis, outpatient surgery, hyperbaric chamber, medical clinics and acute psychiatric facilities.

Large, Unique and Complex Projects

BPR has extensive experience providing and managing plan review and inspection services for complex, multi-discipline projects. Our staff maintain the same level of education, professional licensure, and technical expertise as project designers, enabling effective communication and precise interpretation of code requirements.

BPR Consulting Group understands the specialized process of providing timely, high-quality plan review and expedited construction-phase approvals for large, complex projects such as sports and entertainment arenas, hospitals, airport facilities, parking garages, and judicial buildings. We are experienced in meeting milestone-driven schedules, including rapid plan changes, while maintaining accuracy, consistency, and adherence to the California Building Standards Code and City-specific regulations. Our approach includes detailed plan review, coordination with City departments and inspection staff, pre-submittal guidance, and ongoing support to resolve RFIs or technical questions quickly.

On-Site Consultant Services & Meeting Attendance

Our plan review staff is available for pre-construction or pre-design meetings, field visits, contacts with the design team, and support for field inspection personnel in person or virtually as needed. We utilize the efficiency afforded by the many electronic meeting platforms that have become available in recent years. We find electronic meeting platforms such as Microsoft Teams and Zoom allow for efficient and constructive communication between parties located throughout the United States and are an efficient tool for resolution of challenging issues both during plan review and field inspections. Our staff is available to meet with the City, project applicants and their design teams either in person or via electronic platform to resolve plan review issues efficiently and collaboratively.

Customer Service | Responsiveness

BPR's staff is always available and willing to discuss plan review issues for projects that we have reviewed with Building Division staff, applicants, designers and contractors via in-person or electronic meetings, telephone, or e-mail as required to resolve plan review related issues. We maintain Microsoft Teams, Zoom and GoToMeeting accounts to foster efficient communication with project proponents regardless of their physical location. Voice mails and e-mails will be responded to the same day they are received, if possible, always within 24 hours.

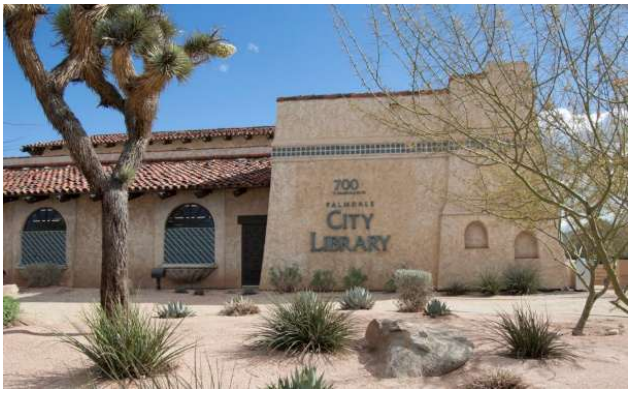
Electronic Document Review

BPR's staff are thoroughly experienced providing electronic plan review and will perform electronic plan reviews as requested by the City. Our plans examiners, building inspectors, building officials and permit technicians are adept at using the City's permitting software, Accela/DigEPlan. BPR will comply with the City's established policies and procedures for electronic plan reviews. BPR also maintains an efficient cloud-based, electronic-document submittal system for receiving and sending large electronic document files.

Transporting Plans

For paper submittal documents, we will arrange for all pick-up and delivery of the plan review documents from your office at no additional cost. We utilize specific methods for project document pick-up and delivery with the goal of providing same-day service.

Communicating Plan Review Results



Plan review comments, when necessary, will be type-written and refer to specific details, drawings or supporting documents, and reference applicable code sections. BPR will provide a clear, concise, and thorough plan review letter itemized by specific discipline such as life safety, accessibility, structural, electrical, plumbing, mechanical, etc., that can be utilized by clients, designers, contractors, and owners to understand the noted deficiencies and make necessary corrections to the project documents. At the completion of each plan review cycle, BPR Consulting Group will return a copy of the plan review comment list to the designated applicant and project representative. If requested, we will coordinate plan review re-checks directly with the designated project applicant. Upon completion of the plan review process, we will return completed plan review documents, in either hard copy or electronic format via Accela/DigEPlan as needed, bearing BPR's plan review stamps and ready for final approval and permit issuance by the jurisdiction.

BUILDING INSPECTION SERVICES

BPR inspection staff will perform inspection services to verify that the work of construction is in conformance with the approved project construction documents as well as identifying issues of non-compliance with applicable building codes and conditions of approval. Our field inspection services will include inspection of all portions of projects including project sites as applicable. Our building inspectors will write legible and understandable correction notices and field reports, and will be available to answer in-person, emailed, or telephone inquiries. All inspection personnel assigned will be ICC and/or CASp certified as required.

We understand that many municipalities have amended code sections, policies and ordinances that impact the work that is inspected and shown on approved project plans. Our inspection staff will familiarize themselves with local requirements to ensure that the projects we are inspecting are compliant with local and current code requirements. Specifically, our inspectors will ensure compliance with the applicable provisions of the Title 24 California Building Standards Code, Parts 1 through 12, covering structural, fire prevention, life safety, disabled access, energy conservation, green building, plumbing, mechanical and electrical installations in residential, commercial, industrial, existing, and historical buildings.

BPR's ICC/CASp certified inspectors have performed building inspection services on a wide variety of construction projects including master planned developments, single-family production, custom homes, commercial, manufacturing, institutional, assembly, essential service, industrial projects, and historically designated buildings. When necessary for large or fast-paced projects, multiple inspectors can be made available. BPR's inspectors will inspect projects to verify conformance with approved project drawings and specifications which will include review of the permit documents to verify that onsite conditions are consistent with the approved documents for size, setbacks, heights and other applicable requirements. At the completion of inspections, BPR's inspectors will update database information and complete necessary forms and documents as required to provide seamless service.

Inspector Qualifications & Certifications:. All BPR inspectors are ICC certified, with many maintaining CASp certification. In addition, BPR employs OSHPD certified inspectors available for inspection of OSHPD designated facilities. Qualified inspectors having experience with inspection of new, existing and historical buildings/sites, building code enforcement, will be assigned as appropriate.

Inspection personnel will have the ability to read, understand and interpret construction plans, truss drawings and calculations, prepare and maintain accurate records and reports, communicate effectively orally and in writing and to work effectively with contractors, permit applicants, homeowners and agency staff. Inspectors will possess knowledge of approved and modern methods, materials, tools and safety used in building inspection and the most current building and fire standards. Our inspectors are familiar with most of the common scheduling and tracking systems utilized by building departments including Permits Plus and Accela.

BUILDING OFFICIAL SERVICES

BPR staff have provided building official services for many California communities. Our building official staff possess experience and are knowledgeable of the laws and regulations associated with building department operations and will use this experience and knowledge to promote efficient services for your department. BPR provides full-time or part-time, on-site building official services as required. We are also able to provide as-needed, remote building official services and/or building official services directly in support of specific major development projects within your community. Our building officials are keenly aware of the importance an efficient and predictable building department has for the economic vitality of the communities we serve.

COMMUMITY DEVELOPMENT PERMIT TECHNICIAN SERVICES

BPR Consulting Group maintains a staff of ICC certified permit technicians available to serve your community. We understand the importance of the permit technician position. As the first contact by residents and builders alike, the first impression provided by our permit technicians sets the stage for the overall permitting experience. Our permit technicians are knowledgeable of state laws associated with issuance of building permits, have experience with multiple databases utilized by building departments and will quickly learn the unique project routing and approval process used by your department. Additionally, our permit technicians, with minimal training, will use your adopted fee schedules to ensure that plan review and building permit related fees are properly assessed. At the completion of the plan review process, required approvals, from other departments both within and outside the city, will be verified prior to issuance of building permits. All BPR permit technicians are competent users of Accela/DigEPlan software.

PLAN CHECK REVIEW TIMES

Standard Plan Review Completion Timeframes

BPR will complete all **plan reviews** within the timeframes shown in the table below for both commercial and residential projects as our standard business practice. We will accommodate any turnaround schedule agreed to with our clients. BPR is also pleased to provide expedited plan review services when requested. Expedited plan reviews will have the initial review completed within 5 working days and back-checks completed within 4 working days..

Project Type	Maximum Turn Around Time (Business Days)	
	Initial Submittal	Backcheck Reviews
Residential (Single Family)		
New Construction	10	6
Addition	10	6
Remodel	10	6
Residential Solar	3	6
Non-Residential		
New Construction	10	6
Addition	10	6
Remodel, Tenant Improvement	10	6
Large, Complex Commercial or Residential Multi-Family Projects	12	8

SIMILAR PROJECT EXPERIENCE

BUILDING PLAN CHECK

Below you will find a small sampling of local projects for which BPR's staff have provided ***plan check services*** similar to those being requested by the City of Palmdale.

COUNTY OF LOS ANGELES

New Detached 2-Story ADU and Attached JADU

BPR provided **structural and non-structural building plan review** for these two additions to an existing building - a new, detached two-story Accessory Dwelling Unit (ADU) and an attached one-story Junior Accessory Dwelling Unit (JADU). The two-story ADU features three bedrooms, two baths, and a kitchen/dining/living area. The one-story JADU features one bedroom, one bath, and a kitchen/dining/living area. Both units utilize Type V-B Construction with Occupancy Group R-2. ***BPR Staff:*** Bill Rodgers, Kyle Hansen, Medhat Henen

2-Story Fire Rebuild

In the aftermath of the Eaton Fire, BPR has assisted the County of Los Angeles with **building plan review** of hundreds of plans to fully or partially rebuild fire damaged homes, ADUs, and commercial businesses. All plan review services were provided on an expedited basis. BPR provided both structural and non-structural review of the rebuild plans for this 6,041 s.f. home which included four bedrooms, 3 bathrooms, an attached garage/basement, and an outdoor covered patio. This home has automatic fire sprinklers. The home consists of Type VB Construction with Occupancy Groups R-3 and U. ***BPR Staff:*** *Martha Diaz, Kyle Hansen, Medhat Henen, Bill Rodgers*

New Commercial Building

BPR provided **structural and non-structural building plan review** for this new single story commercial building. The 3,987 s.f. building includes two separate tenant spaces for restaurant use, with exterior terrace sitting area, and a trash/utility room. The building utilizes Type V-A Construction, with Occupancy Group A2. ***BPR Staff:*** Kyle Hansen, Medhat Henen

CITY OF BELL GARDENS

Bell Garden Cottages

BPR provided **complete building and grading plan review services** for this new condominium complex featuring (7) three-story buildings and a total of 48 market-rate residential units on a 2.47-acre site. The townhomes range from 1,338 s.f. for a two-bedroom unit up to 1,743 s.f. for three- and four-bedroom units. The project includes 121 parking spaces including two spaces per unit in an enclosed multi-level parking structure. The project includes a community open space, shade structure and BBQ grills. The townhomes utilize Type VB Construction with Occupancy Groups R-3 and U. ***BPR Staff:*** *Denise Reese, Charles Nganga, Tom Trimberger, Andrew Burke , Jingpei Zhang*

CITY OF RANCHO CUCAMONGA

Bridgepoint Building

BPR provided **complete building and fire plan review services** for the partial renovation of an approximately 1,422,500 s.f. building. The building consists of a single-story office/warehouse building plus a mezzanine. The scope of work included the remodel of 55,689 s.f., within the existing building consisting of office space, conference space, gym/locker room, plus shipping and receiving areas. Plan review services included review of all

on-site improvements. The building utilizes Type III-B Construction and includes Occupancy Groups B, A-2, A-3 and S1. The building is a fully fire sprinklered building. ***BPR Staff:*** *Denise Reese, Elena Hartsough, Kevin Brenton, Jingpei Zhang, Mark Berg*

New Warehouse Buildings

BPR provided **complete building and fire plan review services** for two new warehouse buildings adjacent to one another on a 5.38-acre site. Each building consists of a single story plus a mezzanine. Building 1 is 62,474 s.f. including a 3,000 s.f. mezzanine and Building 2 is 20,762 s.f. including a 1,500 s.f. mezzanine. Both buildings utilize Construction Type III-B and include Occupancy Groups B and S1. Both are fully fire-sprinklered. The mezzanines in each building contain office space, break room, conference space and restrooms**.** ***BPR Staff:*** *Andrew Burke, Charles Nganga, Kevin Brenton, Jingpei Zhang, Mark Berg*

CITY OF EL MONTE

In-N-Out Restaurant

BPR provided **complete building plan review services** for this new restaurant which included a drive-through canopy, outdoor seating/patio area, trash enclosure, and site improvements. Plan review services included the review of the building's life safety, structural, mechanical/plumbing/electrical, energy, CALGreen, accessibility and site accessibility components. The 7,001 s.f. building utilizes Type V-B Construction with Occupancy Groups A-2 and U. ***BPR Staff:*** *Denise Reese, Charles Nganga, Markos Seven, Andrew Burke*

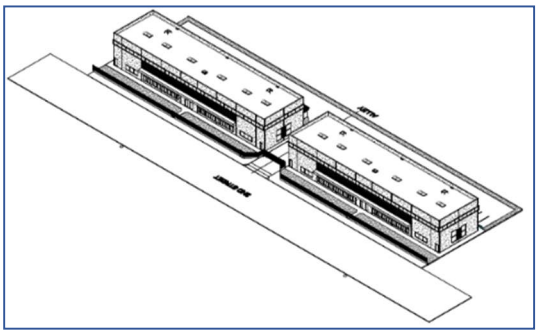
CITY OF POMONA

Holt & Main Apartments

BPR provided **full plan review services** for this six-story, 160-unit, multi-family apartment complex – a 100% restricted affordable public housing project. The three-building complex consists of five levels of residential apartments over a single-level podium (3-hour separation) containing office/common areas and enclosed at-grade parking. Construction is Type IIIA (apartments) and IA (podium) with Occupancy Groups R-2 (floors two through six), B (office/common areas on first floor) and S-2 (parking garage on first floor). ***BPR Staff:*** *Andrew Burke, Denise Reese, Charles Nganga, Jingpei Zhang, Kevin Brenton*

Pomona Industrial Complex

BPR is currently providing **full plan review services** for this two-building industrial complex. Services include building safety and on-site civil improvement plan reviews. The buildings are each 9,652 s.f., one-story structures. Construction is Type V-B with Occupancy Groups S-1 (9,378 s.f.) and B (274 s.f.). Both buildings are fully sprinklered and designed for a Special Wind Region (110 mph). ***BPR Staff:*** *Andrew Burke, Denise Reese, Charles Nganga, Jingpei Zhang, Kevin Brenton.*



CITY OF GARDENA

Crenshaw 5-Story Apartment Complex

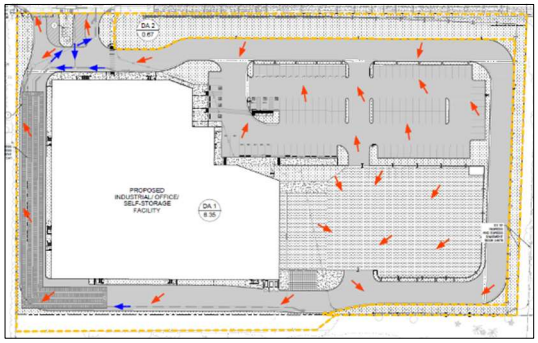
BPR's staff provided **complete building department plan review** services for this new 5-story, 203,055 s.f. apartment complex which sits atop a 2-story podium. The mixed-use podium structure and the apartment units above the podium are fully fire sprinklered. This is the first use of podium style construction within the City of Gardena. The buildings consist of Type I-A and III-A Construction with Occupancy Groups R-2, B and A. ***BPR Staff****: Roger Peterson, Andrew Burke, Kevin Brenton, Mark Berg*

Community Aquatics and Senior Center Project

BPR provided **complete building department and grading plan review services** for this Senior and Aquatics Center Building which consists of a two-story senior center building and a single-story pool equipment building. The Aquatics and Senior Center project included multiple outdoor pools and associated amenities. The building is fully fire sprinklered. Site improvements include landscaping, parking lots with accessible parking and paths of travel, signage, BBQ and picnic area, trash enclosure and perimeter fencing. The buildings utilized Type VB Construction with Occupancy Groups A-3, B and S-1. ***BPR Staff****: Roger Peterson, Andrew Burke, Kevin Brenton, Mark Berg*

On-Site Improvement Plans – Self Storage Building

BPR provided **on-site civil improvement plan review** for the project, located on a 284,253 s.f. lot, which includes one new concrete tilt-up and steel stud frame building using a single level podium with three levels of Type V Construction above. On-site civil plan review includes fences, site light, storm drain, erosion control, irrigation and wet utility improvements. ***BPR Staff:*** *Roger Peterson, Jingpei Zhang, Andrew Burke, Kevin Brenton, Mark Berg, Don Citbor*



CITY OF EASTVALE

Walmart Supercenter

BPR provided **building plan review services**, including onsite water and sewer, for this 170, 537 s.f. new retail store which included retail sales, vehicle repair and tire storage, food prep areas, office, pharmacy, customer services, training, break, receiving, stock and storage rooms, and fuel station with canopy. The building utilizes Construction Type VB with Occupancy groups A-s, B, F-1, M and S-1. project.

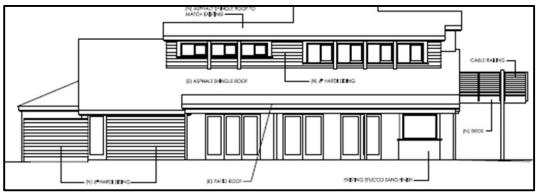
BPR Staff: *Denise Reese, Charles Nganga, Kevin Brenton, Gabriela Scott, Medhat Henen, Valentina Olivieri, Markos Seven*

CITY OF CLAREMONT

Residential Remodel and Addition

BPR provided **complete plan review** services for the major home remodel project. The project adds 102 s.f. to the first floor, 488 s.f. to the second floor, a new 88 s.f. front porch and a 146 s.f. second floor deck to the existing 2,054 s.f. residence. Type of Construction is V-B with Occupancy Group R-3.

BPR Staff: *Kevin Brenton, Gabriela Scott, Valentina Olivieri, Markos Seven*



BUILDING INSPECTION, PERMIT TECHNICIAN and BUILDING OFFICIAL SERVICES

Below you will find a small sampling of local projects for which BPR's staff are currently providing ***building plan review, building inspection, permit technician and/or building official services*** similar to those being requested by the City of Palmdale.

CITY OF GARDENA

BPR provides **on-site building official**, **on-site and remote plan review**, **building inspection**, **building department management and permit technician services** for the City of Gardena. BPR implemented building inspection services to eliminate a three-week inspection backlog. We added inspection staff to eliminate the inspection backlog then reduced staff to a level necessary to meet daily inspection service requirements. BPR provides all building official, building department management, and plan review services to support the building department. Building inspection staff is utilized to meet the inspection demands of the department.

CITY OF BELL GARDENS

BPR provides building department services to the City of Bell Gardens including **on and off-site building official, on-site and remote plan review, building inspection and permit technician** services, utilizing BPR's appropriately licensed, certified and experienced building safety staff. Through BPR's services, the City maintains efficient permitting services for the benefit of the community.

CITY OF MAYWOOD

BPR provides full-service building department services to the City of Maywood including **on and off-site building official, on-site and remote plan review**, **building inspection, and permit technician, services**. BPR provides services for the community utilizing appropriately qualified licensed and certified building safety staff. Through BPR's services, the City maintains efficient plan review and inspection services for the benefit of the community for all ongoing construction projects and permit center needs.

CITY OF POMONA

BPR staff provides **plan review, building inspection**, **permit technician** and permit technician training services to the City. BPR provides services for the community utilizing appropriately qualified, licensed, and certified plans examination, senior building inspection, and permit technician staff. Through BPR's services, the City is able to maintain efficient services for all ongoing permit center needs.

CITY OF EL MONTE

Following a very successful transition, BPR provides all **building inspection services**, **on-site and remote plan review services, and permit technician** services for the City of El Monte. BPR provides all inspection services for the City utilizing multiple full-time and ICC certified building inspectors. All in-house and counter plan reviews are performed by BPR's experienced and well qualified in-house plans examiner. All permit technician services for the City are performed by BPR utilizing three full-time ICC certified permit technicians.

CITY OF CLAREMONT

BPR provides building department services to the City of Claremont including **plan review, building inspection, inspector of record, and permit technician services** utilizing BPR's appropriately licensed, certified and experienced building safety staff. Through BPR's services, the City maintains efficient plan review, building inspection, and permitting services for the benefit of the community.

CITY OF ONTARIO

BPR staff provides **on-site and remote plan review**, **building inspection and permit technician** services to the City. BPR provides services for the community utilizing appropriately qualified and certified plan review, permit technician and inspection staff. BPR presently provides multiple highly qualified and ICC certified inspection staff to support the city's inspection needs and multiple ICC Certified permit technicians to support the city's permitting services. BPR provides on-site and off-site plan review services for all types of projects including residential, multi-family, commercial and industrial projects including CASp plan review and plan review of on-site improvements and associated grading.

SAMPLE PLAN REVIEW LETTERS

For ease of reading, we have provided sample plan review letters in the Appendix for the requested project types.

New Restaurant

Retail Store

Major Commercial Tennant Improvement Project

New Single-Family Dwelling

Large Addition to a Single-Family Home

TRACK RECORD / BUDGET CONTROL

BPR has an excellent track record of completing service contracts similar to this in scope, size, and complexity. BPR Consulting Group has extensive experience providing plan review, inspection, and other building and public works department services utilizing multiple types of contract and fee arrangements. We often provide services on a fixed fee basis ensuring a specific fee amount for our clients, allowing them to utilize our services with a predetermined cost for all services. For other projects, we provide services utilizing hourly billing rates with or without project specific not-to-exceed budget amounts. For these types of projects, we closely monitor service costs against project budgets in order to stay within the agreed upon project budget.

QUALITY CONTROL

All of BPR Consulting Group's plan review services are closely managed from the moment a project is assigned to completion of our services. Once a project is assigned it is entered into our custom designed plan review database. The project documents are then downloaded and triaged for completeness and to identify if any documents necessary for plan review have not been provided. Upon completion of the triage process, plans examiners are assigned as warranted by the proposed work associated with the specific project. All projects are closely monitored to ensure assigned staff have the time necessary in their schedules to comprehensively review assigned projects to maintain completion schedules.

We assign a dedicated team of plans examiners to serve specific clients so your BPR plan review team will remain consistent throughout the term of the agreement. We believe assigning a dedicated team of plans examiners best serves the needs of our clients; with our firm you will not have randomly assigned plans examiners assigned to each project. All plan review services are closely monitored by our plan review supervisors and managers for consistency, thoroughness, and quality. We utilize a discipline approach to our plan review services, assigning a life safety reviewer, structural reviewer, electrical reviewer, mechanical/plumbing reviewer, grading/utility reviewer and fire reviewer, as appropriate, to each assigned project based on the proposed scope of work. We believe utilizing a discipline approach provides a more comprehensive plan review as each reviewer is a specialist in their discipline. Each plans examiner includes their email address and desk phone number with their plan review comments to facilitate direct and efficient communication between project designers and our professional plans examination staff. Our Plan Review Manager reviews each project for thoroughness and accuracy prior to plan review comments being issued or prior to recommendation of approval for permit purposes.

Upon award of a contract, our proposed Project Manager will schedule a meeting with the City's representative to familiarize the team with the City's current plan review, plan distribution, and inspection process and methods. BPR's staff of engineers and plans examiners are experienced in working with multiple jurisdictions and adjusting their services so that they become an extension of your staff. We utilize a comprehensive "New

Client Checklist" that documents specific requirements of each community we serve. Upon selection and before commencement of services, we schedule a meeting with our new clients to review specific plan review and inspection requirements and systems used by our clients so our services can be integrated in a seamless manner.

Our inspection services will be closely managed by our building official who will work with project applicants to resolve all inspection related issues in an efficient, code compliant, and customer focused manner.

REFERENCES

Over the past 22 years, BPR's principals have worked diligently to develop a reputation within California for providing top quality, timely, and efficient building safety services in a professional, courteous manner, always in our clients' best interests, by honoring our commitment to provide timely superior services. We believe our best advertisements are references from current and previous clients and we encourage you to contact our client references provided in Exhibit G in the Appendix.

ADDITIONAL INFORMATION

STAFF EDUCATION

All of our staff maintain appropriate certifications or professional licenses for the services they provide. We ensure our staff is properly trained and require ongoing training for our staff equal or greater than that required by California Health and Safety Code Section 18949.29. We continually encourage our staff to obtain additional certifications and support ongoing training and education for our staff.

Many opportunities for continuing education for building safety professionals are offered by multiple providers throughout the state and hosted by a variety of providers including California Building Officials, local ICC Chapters, AIA, County Building Officials Association of California, and others. In addition to participating in these opportunities, **BPR's staff members have developed and presented training classes on behalf of many of these professional organizations on building code-related topics including:**

- Chapter 16 Training in Structural Topics
- CBC Chapter 10, Means of Egress in the 2022 CBC
- CBC Load Path Fundamentals
- CBC Requirements for Wood Framed Building Design
- CBC Requirements for Horizontal Diaphragm and Shear-Wall Design
- Structural and Non-Structural CRC Requirements
- Overview of Wind Load Changes to the CBC
- CRC Wall Bracing Requirements
- Load Path Systems for Building Structures
- Structural Welding and Structural Bolting
- Overview of CPC and CMC Requirements for Building Systems
- Anchorage of Nonstructural Building Components Per ASCE-7
- Simplified Structural Design
- Plan Check 1 and 2
- SAP Training

INDUSTRY INVOLVEMENT

Additionally, many of our staff members are active members of local professional organizations including local ICC Chapters and have served as officers and in other leadership capacities. Our proposed Building Official, Mark Berg, CBO, MCP, ICC (pictured above), frequently teaches ICC training classes.

CODE QUIZ

BPR Principal Ron Beehler, has authored the well-received monthly Code Quiz for over nine years for multiple California ICC Chapters. The Code Quiz has become an education component of monthly ICC Chapter meetings throughout California. BPR is now the sponsor of the Code Quiz and uses the quiz as an internal training element for our staff. Current year Code Quizzes may be found on our website, www.BPR-GRP.com

POST DISASTER SAFETY ASSESSMENT AND ASSISTANCE

BPR staff are qualified and available to provide disaster safety assessments of all buildings and conduct emergency inspections in the event of a disaster.

BPR staff have **Post-Disaster Safety Assessment Program (SAP)** certified staff with relevant experience and knowledge in guiding and helping coordinate the efforts of local communities recovering from major disasters. Maintaining ongoing services while also evaluating damaged buildings and working with impacted property owners during a crisis, if not managed properly, can overburden jurisdiction staff. We are up to date with FEMA and OES policies and procedures so we can deliver efficient and accurate damage assessments while also streamlining coordination and providing thorough reporting to multiple agencies.

Our experience in organizing and supporting disaster recovery centers enables us to implement an immediate and well-organized system of reviewing and approving building permit applications and providing construction inspection for affected citizens.

APPENDIX

Sample Plan Review Letters

Key Staff Resumes

Licenses and Certifications Table

Exhibits

Exhibit A | Notice of "No Proposal Submittal (n/a)

Exhibit B | Respondent Signature/Cover Page

Exhibit C | W-9

Exhibit D | Affidavit of Non-Collusion and Non-Discrimination

Exhibit E | Certification of Insurability

Exhibit F | Bidder Disclosure Statements

Exhibit G | Client References

Exhibit H | Deviations and/or Exceptions Form

Exhibit I | Iran Contracting Act Verification

SAMPLE PLAN REVIEW LETTERS

New Restaurant

Retail Store

Major Commercial Tennant Improvement Project

New Single-Family Dwelling

Large Addition to a Single-Family Home

October 17, 2025

[redacted]
Permit Application No. [redacted]
BPR Job No. [redacted]

[redacted]

Plan Review: **Raising Canes Restaurant**
Address: [redacted]

BPR Consulting Group has completed a **FIRST** Code compliance review of the following documents on behalf of the [redacted].

1. Drawings:
   a. 00PCS to 04ADA, A0.20 to FS3.60 by CSRS Inc dated 08/19/2025.
   b. Sheet 1 to sheet 17 by Kimley & Horn dated 09/12/2025.
   c. L0.0 to L3.6 by KIESEL Design dated 09/2025.
   d. A0.10 to A0.11C by Kimley & Horn dated 09/12/2025.
   e. S0.1 to S6.2 by Wright Structural Engineers dated 08/19/2025.
   f. M0.00 to M8.06 by Robison Engineering Inc dated 08/19/2025.
   g. P1.0 to P7.10 by Robison Engineering Inc dated 08/19/2025.
   h. E0.0 to E7.10 by Robison Engineering Inc dated 02/26/2025.

2. Structural Calculations by Wright Structural Engineers dated 08/11/2025.

3. Energy Compliance Documentation by Robison Engineering Inc dated 08/19/2025. included in the plans

4. Geotechnical Report by Terracon Consultants, Inc. dated 02/15/2017

5. Reference Documents:
   a. Hydraulic Report.
   b. Permit application.

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review.
Plan review comments follow on the attached list.

[redacted]

Please do not hesitate to contact us with any questions.

Sincerely,

BPR CONSULTING GROUP

Mark Seven, MEP
ICC Plans Examiner

Charles Nganga SE
Sr. Structural Engineer

Kevin Brenton CBO, CASp
ICC Plans Examiner

cc: [redacted]

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):
A-2	**3831 SF or (3612)** **457 SF**
Total Area:	**SF TBD**
Building Height:	**23'-3"**
Building Stories:	**1**
Type of Construction:	**V-B TBD**
Occupant Load:	**141**
Sprinklered:	**Yes**
Valuation:	**$**

Wildland Urban Interface (WUI) Fire Area?	**No**
Flood Zone:	**No**

Risk Category:	**II**
Site Class (seismic):	**D**
Seismic Design Category:	**D**
Special Wind Region:	**No**
Snow Loads:	**No**

GENERAL COMMENTS:

G1. The following plan review documents are based on the Building Regulations of the [redacted]. The following comments reference the 2022 California Building Standards Code as amended by the [redacted] unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Gabriela Scott, gscott@bpr-grp.com,916.562.3600]

A1. Sheet 00PCS, L1.2 : On the cover sheet verify the square footage 2 have been provided, 3831 & 3612 SF.
a. Clarify the construction type 1-HV or VB both have been provided throughout.

A2. Sheet : Specify the patio seating in the exterior seating in the occupant load summary. CBC 1004.7

A3. Sheet 01 CRA: Provide the location of the max occupant load sign in the dining area and the outdoor patio. CBC 1004.9

A4. Please revise the number of exits table to 1006.3.3, remove code section 1015.1.
CBC 1015 .1 refers to guards.

A5. Revise the allowable area per CBC 2022 for table 506.2 for A2 occupancy. Use the S1 with sprinklers VB column.

SITE ACCSSIBILITY: [Kevin Brenton; kbrenton@brp-grp.com ; 408.472.9105]

SA1. Please provide a site plan identifying all accessible routes from site arrival points that are not shown in the civil drawings. All accessible features—including signage locations, curb cuts, truncated domes, and related elements—shall be clearly indicated on the accessible site plan. This review does not include the civil sheets, and those pages will not be stamped.

ACCESSIBILITY: [Kevin Brenton; kbrenton@brp-grp.com ; 408.472.9105]

No comments in this section, KB

MECHANICAL: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

M1. Sheet M1.00

A. The equipment capacity of RTU-1 is rated at 3400 CFM. The total CFM measured at the registered outlets is more than 3450 CFM, which exceeds the equipment capacity by 50 CFM. Either the outlet airflow needs to be adjusted to match the equipment's capacity, or the equipment's capacity should be evaluated to ensure it can handle the actual demand.

M2. Sheet M1.01

A. Please provide a minimum of not less than six (6) feet between any part of rooftop equipment and the edge of the roof or similar hazard, or provide a minimum 42" guard rail, parapet, or other building structure on the exposed side of equipment. CMC 304.3.1.1.

M3. Sheet M4.00

A. Please place this statement on the cover page of the plans as a condition of final inspection. This certification will be required prior to the final inspection.

"Installation of systems shall be performed only by persons properly trained and qualified to install the specific system being provided. The installer shall provide certification to the Authority Having Jurisdiction that the installation is in agreement with the terms of the listing and the manufacturer's instructions and/or approved design. [NFPA 96:10.8.2.1, 10.8.2.2] 513.9, 2022 CMC."

B. Type I Duct Systems: Continuous field observations (Special Inspections) are required for the assembly and installation of the duct system per manufacturer's installation requirements, including but not limited to;

1) Installation of Sealant.
2) Installation of bolts and torque at flanges.
3) Installation of insulation and Fire Stop materials.
4) Installation of bands.
5) Duct supports and seismic restraints, etc.
6) Each layer of duct wrap must be inspected independently.

C. Please provide and show the location of the portable fire extinguisher and specify the type, as required by the mechanical code. 513.2, 2022 CMC.

D. Please provide access doors in the exhaust air duct serving the Type I kitchen hood as required for inspection and cleaning in accordance with the California Mechanical Code. Indicate the locations and sizes of the access doors on the plans.

M4. Sheet M6.00

A. A detail for a label indicating a flammable refrigerant is used shall be placed adjacent to service ports and other locations where service involving components containing refrigerant is performed, as specified by the product listing. This will be required at the condensing unit and the fan coil. 1104.6.2.1, 2022 CMC.

B. Specify the type of refrigerant detection that will be required, make, and model on the plans.

C. Nameplate is required to include a symbol indicating that flammable refrigerant is being used. 1104.6.2, 2022 CMC.

M5. Please provide the installation details for the cooler condenser unit and evaporator fan. [303.1, 2022 CMC]

PLUMBING: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

P1. There are references to the 2019 code within the roof drainage note sheet P1.30 and references to 2018 within the plumbing general note Point#2 sheet P7.10. Please revise and provide the updated and applicable codes.

P2. Sheet P1.10

A. All horizontal drainage piping shall slope not less than ¼ of an inch per foot (2%). Piping 4 inches or larger may be sloped not less than 1/8 of an inch (1%) where first approved by the AHJ. CPC 708.1.

B. Provide sizing calculations for the grease interceptor. All food establishments require a dedicated grease interceptor system. Per CPC 1014.3.6. The calculation provided on sheet P6.10 does not indicate the number of connected fixtures.

C. Please show the air conditioning condensate wastewater, point of collection, and discharge details. Air-conditioning condensate waste pipes shall be connected to the drainage system per CMC 310.5.

P3. Sheet P1.20

A. Provide the occupancy load per Table 4-1 of the CPC code and the number of minimum required fixtures (Water Closets (M/F), Urinals, Lavatories, Bathtubs/Showers, and Drinking Fountains) per Table 422.1. Show the code compliance in the plan.

B. Potable water supply to beverage dispensers, Ice machines, carbonated beverage dispensers, or coffee machines shall be protected by an air gap or a vented back-flow preventer that complies with ASSE 102.

C. The installation of PEX tubing in potable water supply systems must follow the individual manufacturer's installation procedures and the procedures set forth in CPC Sections 605.9.1, 605.9.2, and 605.9.3. All installations of PEX pipe where it is the initial plumbing piping installed in new construction shall be flushed twice over a period of at least one week. The pipe system shall be flushed for at least 10 minutes and then filled and allowed to stand for less than 1 week. After which, all the branches of the pipe systems must be flushed long enough to fully empty the contained volume. This provision shall not apply to the installation of PEX pipe where it replaces an existing pipe system of any material.

I. At the time of fill, each fixture shall have a removable tag applied stating: "This new plumbing system was first filled and flushed on (Date) by (Name). The state of California requires that the system be flushed after standing for at least one week after the fill date specified above. If this system is used earlier than one week after the fill date, the water must be allowed to run for at least two minutes prior to use for human consumption. This tag may not be removed prior to the completion of the required second flushing, except by the building owner or occupant."

II. Prior to the installation of PEX pipe, the inspector shall require that the contractor or the appropriate plumbing subcontractors provide written certification that he or she will comply with the flushing procedures set forth in the code.

III. The building official shall not give final permit approval for any PEX plumbing installation unless he or she finds that the material has been installed in compliance with the requirements of the code, including the requirements to flush and tag the system.
IV. Any contractor or subcontractor found to have failed to comply with the PEX flushing requirements shall be subject to the penalties in the Health & Safety Code, Division 13, Part 1.5, Chapter 6 (Section 17995, et seq.).

D. Where passing through an exterior wall, gas piping shall be protected against corrosion by coating or wrapping with an inert material approved for such applications per CPC 1210.3.

E. Show on the plan gas shut-off valves for each piece of equipment with permanent ID tags CPC 1212.5.

P4. Sheet P7.10

A. The domestic water pipe shall be tested per 609.4 CPC. Drainage and vent pipe shall be tested per CPC 712.0, and bleeding sewer per CPC 723.0.

ELECTRICAL: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

E1. Sheet E1.00

A. Please provide an underground trench detail showing all conduits' depth in accordance with the requirement of CEC Table 300.5. Underground service conductors that are not encased in concrete and that are buried 450 mm (18 in.) or more below grade shall have their location identified by a warning ribbon that is placed in the trench at least 300 mm (12 in.) above the underground installation CEC 300.5.D.3.

B. Please clarify with the note that the EV charger is under a separate permit; otherwise, provide full details of the proposed EV chargers, including manufacturer's data sheets, model numbers, electrical ratings, circuiting information, load calculations, and mounting details.

a. The equipment shall have a listed system of protection against the electric shock of personnel. Where cord-and-plug-connected equipment is used, the interrupting device of a listed personnel protection system shall be provided according to 625.22 A personnel protection system shall not be required for supplies less than 60 volts dc. (CEC 625.22)

E2. Sheets E1.10 and E1.20

A. Please clarify the location for circuits C-6, C-15, C-17, and C-19. The disconnecting means shall be within sight of the sign or outline lighting system that it controls. CEC 600.6.2.

B. Metal equipment for signs, outline lighting, and skeleton tubing systems shall be grounded by connection to the equipment grounding conductor of the supply branch circuit(s) or feeder CEC 600.7.

C. For wet location outdoor signs and system equipment, other than those listed for watertight type, shall also have drain holes as necessary; they shall not be larger than 1⁄2 in. or smaller than 1⁄4 in. in size. CEC 600.9(D).

D. Any dispenser, including ice machines, beverage dispensers, coffee or tea, juicer, drink mixer, and similar, shall be on a GFCI circuit. Please show all the plans on the floor. CEC 210.8. Some circuits didn't show GFCI protection. For example circuits B-1, B-3, B-9, B-15, B-39, B-40 B-70, B-72, B-76, B78.

E. Show Windows. At least one 125-volt, single-phase, 15- or 20-ampere-rated receptacle outlet shall be installed within 450 mm (18 in.) of the top of a show window for each 3.7 linear m (12 linear ft)

or a major fraction thereof of show window area measured horizontally at its maximum width. (CEC 210.62). Please show compliance with the code section.

F. Please clarify the location for circuits A-1,3,5, A-31, A-33, A-35, B-2, B-17,18,19,20, and B-45,47within the layouts.

E3. Sheet E1.30

A. Please clarify if there are any skylight/side-lit locations within the project. All Skylit Daylit Zones and Primary Side lit Daylit Zones shall be shown on the plans. CENC 130.1(d). Please show the daylight sensors within the plan. If the space is occupied, the daylight sensor will adjust the light level based on ambient light.

B. Show the location of all switches/controls within all lighting plans.

E4. Sheet E6.20A

A. Panel shall not be loaded more than 80% of its rating unless the OCPD is listed 100% rated breaker. Please use a fully rated main circuit breaker. Please revise accordingly. CEC 240.4; CEC 215.2; CEC 215.2(A)(1)(a).

B. The feeder size connecting to Panels MSB and DP feeders 5 and 6 is not in accordance with the specifications in CEC Table 310.16. Feeder size should be (2) Set 4” 3#600 kcmil, 2 sets of 600 kcmil good with 800A.

C. The feeder size connected to Panel A is not in accordance with the specifications in CEC Table 310.16. Feeder size should be 4” 3#600 kcmil.

D. The feeder size connecting to Panel D is not in accordance with the specifications in CEC Table 310.16. Please verify the correct feeder size and adjust it if necessary to ensure compliance with the code and prevent potential voltage drop-related issues.

E. Provide supporting documentation that may include series-rated information, a fault current letter from Southern California Edison (or serving electric utility), or fault current calculations. For systems employing series rating, provide the following:

1. Manufacturer's catalog sheets verifying an approved series-rated system.

2. Component identification on the single-line diagram to match the catalog sheets. Series interrupting rating, manufacturer, and catalog name of components shall be included in the plans. Per Section 240.86(A).

3. Note on the single line diagram stating that equipment with series rating applied will be field marked "Caution Series Rated System ____ Amps Available. Identified Replacement Component Required.". (Per Section 110.22).

F. The main service disconnect shall be marked permanently CEC 230.70(B).

G. A letter for short circuit current value from Southern California Edison shall be available at the job site for inspection.

E5. Sheet E6.20B

A. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging purposes as "EV CAPABLE" in accordance with the California Electrical Code (CBGC 5.106.5.3.1).

B. Overcurrent protection for feeders and branch circuits supplying EVSE, including bidirectional EVSE, and WPTE shall be sized for continuous duty and shall have a rating of not less than 125 percent of the maximum load of the equipment. Where noncontinuous loads are supplied from the same feeder, the overcurrent device shall have a rating of not less than the sum of the noncontinuous loads plus 125 percent of the continuous loads. CEC 625.41.

C. Please show the total VA in each phase, and balance the panel load as evenly as possible between phases. The load difference between phases shall not exceed 10%.

ENERGY COMPLIANCE:

Electrical Compliance: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

EE1. The wattage listed in the Outdoor Light T-24 does not match the luminaire schedule. Please clarify

Mechanical Compliance: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

EM1. Please provide the project address on the 1st page of T-24.

Envelope Compliance: [Gabriela Scott, gscott@bpr-grp.com,916.562.3600]

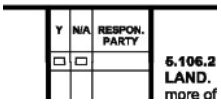
EC1. Sheet M0.01: Revise the square footage in the NRCC-ENV-E Envelope energy forms for the exterior envelope of the building. 3412 sf is listed on pg. 1 of the forms.

a. Please coordinate all buildings square footage to be the same throughout the drawings.

b. Provide the R19 wall insulation and r30 for the roof insulation on the cross-section drawings.

CalGREEN: [Gabriela Scott, gscott@bpr-grp.com,916.562.3600]

CG1. Sheet GRN1.0: Provide a complete Cal Green Non-Residential Mandatory checklist using the check boxes for compliance.



STRUCTURAL: [Charles Nganga, SE; cnganga@bpr-grp.com; 916.234.3175]

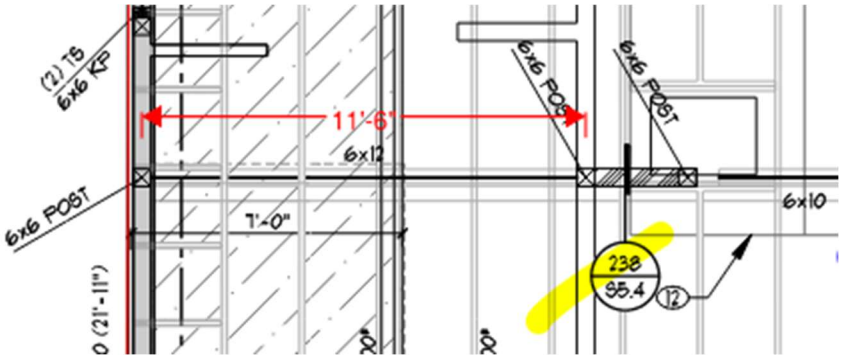
S1. Geotechnical report.

A. The geotechnical report report provided references the 2013 CBC (page 4). Please provide an updated geotechnical report with updated recommendations referencing the current 2022 CBC.

B. Please provide a letter from the geotechnical engineer stating that the drawings (i.e. –the foundation plan, the grading plan, and all pertinent details) have been reviewed, and that the geotechnical report's recommendations are properly incorporated. Any exceptions noted by the geotechnical engineer are to be addressed prior to resubmittal.

S2. Sheet S2.1.

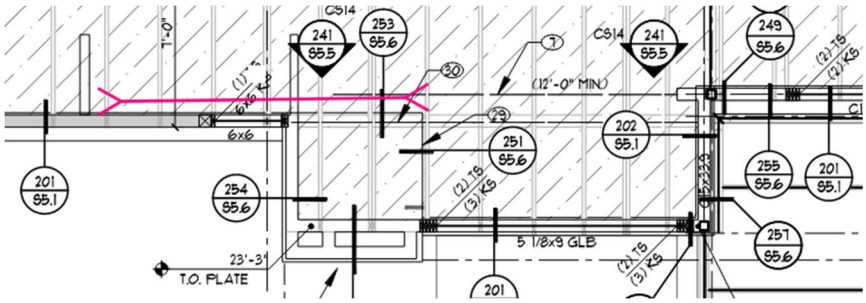
A. Please provide calculations for the interior beam shown below. The keyplan in the calculations specifies this as beam 12 but the calculations for beam 12 show a 7' span. The actual span for this beam is 11.5'



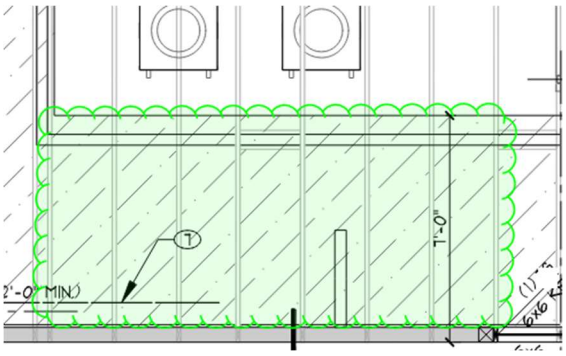
B. Please provide construction details showing how mechanical equipment on the roof are supported at the roof curb. Additionally, please provide calculations justifying the attachments requirements provided against shear and overturning loads from seismic forces (ASCE 7-16 § Chapter 13 for equipment over 400 lbs.) and wind (ASCE 7-16 § Chapter 30).

C. Provide details and calculations for the anchorage of all mechanical over 20 lbs equipment suspended from the roof. Ref. ASCE 7-16 § Chapter 13

D. Please extend the collector strap (Keynote 7) to the shear wall as shown below.



D. Please clarify the intent of the shading shown below around the perimeter of the roof diaphragm. Provide and reference a keynote with the intended framing requirements.



S3. Sheet S3.1.

A. Detail 1 (Remote canopy). Please specify where the columns sizes (SC1) are shown. Provide a note referencing the sheet where this information is provided.

S4. Sheet A0.23

A. Please provide framing details for the construction of the monument. Provide structural calculations for the design of the framing elements and foundations against wind loads.

S5. Sheet A0.40.

A. Detail 9. Please provide structural details and calculations for the anchorage at the base and the foundations.

S6. Sheet A1.42.

A. Please provide details showing how the compression struts and splay wires are anchored to the roof trusses.

S7. Anchored Masonry/Brick Veneer.

A. Please provide details for the installation/anchorage of the anchored masonry/brick veneer. Specify the drawing sheets where this information is provided. Note that Keynote 17 in Detail 210/S5.1 references detail 244/S5.5 which does not provide the required brick veneer information. (Detail 3 and 4 on A3.20 are not sufficient).

B. Please provide cut sheets from the brick veneer manufacturer showing the weight.

C. According to 2022 CBC § 1404.6, anchored masonry veneer shall comply with the provisions on Section 1404.6 THROUGH 1404.9 and section 12.1 and 12.2 of TMS 402. The 2022 CBC § 1404.6.2 specifically requires conformance with 12.2.2.11 of TMS 402. Please provide details showing how these requirements have been met. All information including anchors types, fasteners, spacing of anchors etc. must be provided so that conformance with these requirements can be verified.

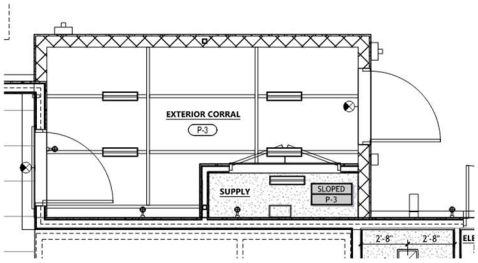
S8. Calculations.

A. Page G7. Please provide calculations for the base shear at the patio canopy including total base shear and load to each column that is used as the lateral force resisting system. A ketch showing which columns or systems are considered as part of the lateral force resisting system in both orthogonal directions would be helpful.

B. Page G12. Please clarify if the column is also resisting seismic loads in the orthogonal direction (bending about Y-Y). See comments A above and provide a ketch showing which systems apply to each direction.

C. Please amend design calculations for the anchorage at the canopy base to consider load combinations that include E, increased by Ω as required per ACI 318-19 § 17.10.5.3(d) and 17.10.6.3(c). Alternatively, please design the anchors to meet ductility requirements per option a per ACI 318-14 § 17.10.5.3(a).

D. Please provide design calculations for the masonry walls at the Exterior Corral – See sheet A1.40 (shown below).



E. Please amend the design of all the headers along the perimeter to include the weight of the brick veneer (See detail 201/S5.1).

S9. Special Inspection: Sheet S0.3.

A. Please amend the special inspection notes to specify that special inspection is required for the following in addition to the inspections already noted..

A. Structural steel construction per CBC 1705.2 *(Already noted on S0.3)*
B. Reinforced concrete construction per CBC 1705.3.
C. Reinforced masonry construction per CBC 1704.5.2 (TMS 402 Level B).
D. Soils per CBC 1705.6
E. Seismic Resistance per CBC 1705.13.2 (Structural wood)

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

June 18, 2024

[redacted] **– FIRST REVIEW**
Permit Application No [redacted]
BPR Job No. [redacted]

Plan Review: **Nugget Market Store**
Address: [redacted]

BPR Consulting Group has completed a **FIRST** code compliance review of the following documents on behalf of the [redacted]

1. Drawings:
   a. T0.0 through T0.7 by McCandless & Associates dated 5/10/24
   b. A1.1 through A9.1 by McCandless & Associates dated 5/10/24
   c. S1.0 through S9.1 by Treat Engineering dated 5/10/24
   e. M0.1 through M6.1, T24A throughT24C by Turley & Associates dated 5/7/24
   f. P0.1 through P5.1 by Turley & Associates dated 5/7/24
   g. E0.1 through E8.1 by Capital City Design dated 5/13/24
   h. R101 through R701 by Cushing Terrell undated

2. Structural Calculations by Treat Engineering dated 5/10/24

3. Special Inspection Form

4. Geotechnical Investigation not yet provided

5. Reference Documents:
   a. Placer County Air Quality Form
   b. [redacted] CalGreen Non-residential Checklist
   c. [redacted] Grading & Erosion & Sedimentation Control Statement
   d. Equipment Cut Sheets

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review.
Plan review comments follow on the attached list.

[redacted]

Please do not hesitate to contact us with any questions.

Sincerely,

BPR CONSULTING GROUP

Kevin Brenton CBO, CASp
ICC Plans Examiner

Denise V. Reese
ICC Plans Examiner

Jingpei Zhang, PE. ICC Electrical
Plans Examiner & Inspector

Rick Mauldin,
Plans Examiner

cc: [redacted]

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):	
	Interior	**Exterior**
M	**26,029**	**1,390**
B	**6,420**	**633**
S-2	**10,625**	**-0-**
B (Mezzanines)	**5,985**	**661**
Total Area:	**49,059**	**2,651**
Building Height:	**40'-0"**	
Building Stories:	**One + Mezzanine**	
Type of Construction:	**III-B**	
Occupant Load:	**424 – M occupancy** **177 – B occupancy** **38 – S-2 occupancy** **639 – Total**	
Sprinklered:	**Yes**	Type: **NFPA 13**
Valuation:	**$4,000,000**	

Wildland Urban Interface (WUI) Fire Area?	**No**
Flood Zone:	**No**

Risk Category:	Choose an item.
Site Class (seismic):	**D**
Seismic Design Category:	**D**
Special Wind Region:	**Yes – V_{ult} = 110 mph, Exposure C for ALL structures**

GENERAL COMMENTS:

G1. The following plan review documents are based on the Building Regulations of the [redacted]. The following comments reference the 2022 California Building Standards Code as amended by the [redacted] unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

G4. Please ensure conflicts with other disciplines / departments (i.e., planning, public works, fire, etc.) are resolved.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

A1. As applicable, please submit drawings to the following agencies: SPMUD, PCWA and [redacted] Health.

A2. For your information: The Landscape drawings are unsigned. Please ensure all plan sheets are signed prior to resubmittal.

A3. The title block and sheet number are missing on sheet A8.1.

A4. Sheet T0.2:

A. Under Exiting Widths, the means of egress capacity factors are reduced to 0.15 at doors and 0.2 at stairs. The means of egress capacity factor may be reduced when the building is equipped with an automatic fire sprinkler system **and** an emergency voice/alarm communication system in accordance with Section 907.5.2.2. Reference 2022 CBC 1005.3.1 exception 1 and 1005.3.2 exception 1.

Please either revise calculations based on 0.2" at doors and 0.3" at stairs or clearly state on the cover sheet that this building is equipped with an emergency voice/alarm communication system.

B. At Exit C, please revise location of tactile exit sign to latch side of door. Reference CBC 11B-703.4.2.

C. At Exit F, please show how the tactile exit sign complies with 11B-703.4.2. Signs containing tactile characters shall be located so that a clear floor space of 18" minimum by 18" minimum, centered on the tactile characters, is provided.

A5. Sheet A2.7: Update Door & Window note 15 to reference applicable CBC 1010 Section.

A6. Sheet A3.2:

A. Update suspended ceiling detail 6 notes to reference current ASCE 7-16.

B. Provide manufacturer's make, model number, cut sheets, specifications, and installation instructions for the T-Bar Ceiling.

C. If the manufacturer's specifications or the manufacturer's ICC ESR report requires periodic special inspection of the ceiling installation, please provide the City of Rocklin Special Inspection Form – New Buildings completed and with all required signatures.

The form may be downloaded at: [redacted]

A7. Sheet A8.1 is incomplete, missing detail information, detail numbers, title block, sheet number, etc. Please revise.

SITE ACCESSIBILITY: [Rick Mauldin; rmauldin@bpr-grp.com; 530-403-3529]

SA1. Sheet C4.0:

A. Detail #3:

1. The 12" Grooved Border on the Curb Ramp are not required and was eliminated from the 2022 CBC Chapter 11B.

ACCESSIBILITY: [Rick Mauldin; rmauldin@bpr-grp.com; 530-403-3529]

AC1. Sheet T0.2:

A. Where a tactile sign is provided at a door, the sign shall be located alongside the door at the latch side. Where a tactile sign is provided at double doors with one active leaf, the sign shall be located on the inactive leaf. Where a tactile sign is provided at double doors with two active leafs, the sign shall be located to the right of the right hand door. 2022 CBC Section 11B-703.4.2.

B. Provide a tactile sign "Exit" adjacent to and on the right side of Exit E discharge door. 2022 CBC §1013.4 (I.e. E1)

C. The tactile sign adjacent to the Hallway #123 should read "Exit Route" per 2022 CBC §1013.4 (I.e. E2)

D. Provide and clearly show Accessible Wheelchair Seating spaces as per 2022 CBC Section 11B-226, 11B-902.1 & 11B-902.3. Provide 5% with at least one (1) minimum wheelchair seating space per functional area. Indicate on the plans and note how and where these required

seating areas will be marked or designated. Refer to Section 11B-305 for forward approach & Section 11B-306 for the height and knee clearances required for the wheelchair seating spaces. (I.e. Inside and outside seating)

E. Provide and clearly show an Accessible Service Counter and Accessible Point of Sale Machine. Refer to 2022 CBC Section 11B-220.2, 11B-227.2, 11B-227.3 & 11B-904.4. (I.e. Juice/coffee, Bakery, Deli & Meat)

F. Minimum maneuvering clearances at gates shall comply with 2022 Sections 11B-404.2.4 & Table 11B-404.2.4.1. Maneuvering clearances shall extend the full width of the doorway and the required latch side or hinge side clearance. (I.e. 12” on the push side if a closer and latch are provided.) (Exit F)

G. 2022 CBC §1009.8 Two-way communication. A two-way communication system complying with Sections 1009.8 through 1009.8.2. shall be provided at the landing serving each elevator or bank of elevators on each accessible floor that is one or more stories above or below the level of exit discharge. 2022 CBC §11B-407.4.9
2022 CBC §11B-407.4.9 Emergency communication. Emergency two-way communication systems shall comply with Section 11B-308. Raised symbols or characters, white on a black background, and Braille shall be provided adjacent to the device and shall comply with Sections 11B-703.2 and 11B-703.3. Emergency two-way communication systems between the elevator and a point outside the hoistway shall comply with ASME A17.1.

H. Provide assistive listening systems for all assembly areas including conference and meeting rooms in accordance with CBC §11B-219. A sign shall be posted in a prominent place at or near the assembly area entrance and shall state, “Assistive-Listening System Available”. CBC §11B-216.10, §11B-219, §11B-706

I. Provide a tactile “Exit Stairs Down” adjacent to stairway Exit 2A. 2022 CBC §1013.4 (I.e. E5)

AC2. Sheet T0.3:

A. Refer to Detail #1 for the following:

1. Clarify the ISA symbol size. 6" or 3"?

2. Note: ISA Symbol.

3. 2022 CBC Section 11B-502.6.4 Marking. Each accessible car and van space shall have surface identification complying with either Sections 11B-502.6.4.1 or 11B-502.6.4.2. Section 11B-502.6.4.1 The parking space shall be marked with an International Symbol of Accessibility complying with Section 11B-703.7.2.1 <u>in white on a blue background</u> a minimum 36 inches wide by 36 inches high. The centerline of the International Symbol of Accessibility shall be a maximum of 6 inches from the centerline of the parking

space, its sides parallel to the length of the parking space and its lower corner at, or lower side aligned with, the end of the parking space length.

4. At Entrance: Revise to 2022 CBC §11B-404

5. Refer to 2022 CBC §11B-703.5 for the mounting height of the ISA at the entry door. (I.e. 40" min. AFF or ground)

B. Refer to Detail #13:

1. Refer to 2022 CBC §11B-705.1.2.2.2, §11B-705.1.2.2.2.1 & §11B-705.1.2.2.2.2 for the detectable warning surface size of 36" and the 36" minimum wide portion without detectable warnings. (Parallel Curb Ramp) FYI: Refer to the exception for reduction in size for the detectable warning to 24" minimum.

AC3. Sheet T0.4:

A. Detail #9:

1. Clearly show compliance with 2022 CBC §11B-904 through 11B-904.3.2.

2. Provide and clearly show an Accessible Point of Sale Machine. Refer to 2022 CBC §11B-220.2, 11B-227.2, 11B-227.3, 11B-707.2, 11B-707.3, 11B-707.7.2 & 11B-707.9.

3. Clearly show the provision for check writing surface complying with 2022 CBC §904.3.3 & §11B-902.3.

4. Update the reference to 2022 CBC §11B-308.3.2

B. Building Accessibility Compliance Note: Clarify, more restrictive 2022 CBC.

C. Detail #2:

1. Please clearly show the following: The maximum height for controls, switches, receptacles outlets and thermostats is 48” measured to the top of the box to the level of finish floor or working platform. The minimum height for receptacles outlets on branch circuits of 30-amp or less and communication system receptacles are measured 15” AFF to the bottom of the box to the level of finish floor or working platform. 2022 CBC Section 11B-308.1.1 & 11B-308.1.2.

D. Detail #3:

1. The Accessible Restroom Braille (tactile characters) wall signs shall be mounted at 48” minimum AFF measured from the baseline of the lowest line of Braille and 60”

maximum AFF measured from the baseline of the highest line of raised characters and shall be located alongside the door at the latch side with a clear floor space of 18". Refer to 2022 CBC Section 11B-703.4.

E. Detail #10:

1. Braille (tactile characters) wall signs shall be mounted at 48" minimum AFF measured from the baseline of the lowest line of Braille and 60" maximum AFF measured from the baseline of the highest line of raised characters and shall be located alongside the door at the latch side with a clear floor space of 18". Refer to 2022 CBC Section 11B-703.4.

AC4. Sheet A5.1:

A. Clearly identify Accessory #A9.

B. Details #9C, 10C & 11A:

1. The space between the wall and the grab bar shall be 1½" (absolute). The recessed dispenser will encroach into this required absolute space. 2022 CBC Section 11B-609.3.

2. The space between the grab bar and projecting objects above shall be 12 inches minimum. Relocate the toilet seat cover dispenser. Note: the dispenser must meet the 40" maximum requirements for restroom accessories. CBC §11B-609.3. Also refer to 2022 CBC 11B-609.5 for surface hazards.

MECHANICAL: [Kevin Brenton, kbrenton@bpr-grp.com, 408.472.9105]

M1. On page M.05, please update code references in notes sections as there is multiple references to the 2019 codes.

M2. The outdoor air ventilation rate and air distribution assumptions made in the design of the ventilation system shall be clearly identified on the construction documents. 402.1.1, 2022 CMC.

M3. Buildings of more than 15 feet in height shall have an inside means of access to the roof unless other means proposed is acceptable. 304.3.1, 2022 CMC.

M4. Please provide the fire suppression system manual with resubmittal for a proper review of the fire suppression system. Fire suppression is included in the mechanical code and will need to be on the plans for review. 513.1, 2022 CMC.

M5. Please provide and show the location of portable fire extinguisher and specify type, as required by the mechanical code. 513.2, 2022 CMC.

M6. Please provide detail of portable extinguisher placard that states "that the fire protection system shall be activated prior to using the fire extinguisher." 513.2.1, 2022 CMC.

M7. Please indicate on the plans the applicable codes and standards: 2022 California Fire Code, 2017 NFPA 96 and 2017 NFPA 17A.

M8. Pipe lengths not provided on the plans. Please provide an isometric piping plan including the lengths of all pipes.

M9. Please place this statement on the cover page of the plans as a condition of final inspection. This certification will be required prior to final inspection.
"Installation of systems shall be performed only by persons properly trained and qualified to install the specific system being provided. The installer shall provide certification to the Authority Having Jurisdiction that the installation is in agreement with the terms of the listing and the manufacturer's instructions and/or approved design. [NFPA 96:10.8.2.1, 10.8.2.2] 513.9, 2022 CMC."

PLUMBING: [Kevin Brenton, kbrenton@bpr-grp.com, 408.472.9105]

P1. Please show a hose bibb for pump priming at the hot water recirculating system, per section 110.3(c)4.C of the CA Energy Code.

P2. Please show an air release valve or vertical pump installation at the hot water recirculating system, per 110.3(c)4. A of the CA Energy Code.

P3. Please show cold water backflow prevention at the hot water recirculation system. 110.3(c)4.f, 2022 CCEC

P4. Please show pump isolation valves at the hot water recirculating system. 110.3.(c) 4 d, 2022 CCEC

ELECTRICAL: [Jingpei (Jim) Zhang, PE jzhang@bpr-grp.com, (916)273-4658]

E1. Sheet E6.0, Single Line Diagram. Please perform a short circuit calculation based on the utility company's maximum fault current available at the project site; or assume a worst-case scenario based on the on-site transformer size to justify the 65kAIC rating specified. CEC 110.9, and CEC 110.10.

A. Main switchboard shall be legibly marked in the field with the maximum available fault current. The field marking(s) shall include the date the fault-current calculation was performed. CEC 110.24(A)

B. Arc flash hazard warning label on switchboard shall be provided in accordance with CEC 110.16.

C. The 2000amps main service disconnect shall be marked permanently. CEC 230.70(B).

D. For the 400amps PV main circuit breaker, please demonstrate compliance with CEC 705.12(B)(3)(1), (2), (3), (4), (5), or (6) on the utility service switchboard MSB.

E. Sheet Note #7 indicates that the emergency lighting will use generator power. Please classify the 30kW on-site generator. Is it an emergency, legally required, or optional standby system? CEC Article 700, 701 or 702. Only an emergency generator (in compliance with Article 700) shall be used to supply power to the emergency lighting.

F. The ampacity of the conductors from the generator terminals to the first distribution device(s) containing overcurrent protection (Feeder #5: #4cu) shall not be less than 115 percent of the nameplate current rating of the generator. CEC 445.13

G. A sign shall be placed at the service-entrance equipment, indicating the type and location of on-site emergency power sources. CEC 700.7(A), 701.7(A) or 702.7(A)

H. Please specify the time requirement for generator startup, which intends to support the emergency lighting. Available within 10 seconds? CEC 700.12

I. Provide AIC rating for all emergency/critical distribution boards and panelboards. CEC 110.9

J. Generator system equipment shall be suitable for the maximum available short-circuit current at its terminals. CEC 700.4(A); 701.4(A); and 702.4(A)

E2. Sheet E0.1, Lighting Fixture Schedule. It is not clear how the egress lightings are being supplied with power, by battery pack or by generator power. Please clarify. If battery packs are used, please clarify that all emergency and exit lights are provided with a minimum 90-minute rated capacity of emergency battery under full load. CBC 1008.3.4

1. PROVIDE WITH BATTERY PACK FOR FIXTURES LABELED "EM"
2. PROVIDE LAMP SHIELDS OVER FOOD PREP AREA.
3. SURFACE MOUNT FIXTURES AT SALES/PRODUCE TO BOTTOM OF TRUSS. PAINT
4. CHAIN HANG FIXTURES IN WAREHOUSE AT 1' FROM CEILING.

E3. Sheet E1.0, Site Plan. Finish all contact information for utility service providers:

SERVICE NOTES

CONTRACTOR SHALL INCLUDE IN THE BID ALL COSTS CHARGED BY THE U
ALL WORK REQUIRED FOR UTILITY SERVICES SHALL BE IN ACCORD WITH
DOCUMENTS, SPECIFICATIONS, DRAWINGS AND AS REQUIRED BY THE VAR
COMPANIES TO PROVIDE SERVICE TO EACH BUILDING ON SITE.

THESE PLANS HAVE BEEN PREPARED WITHOUT UTILITY COMPANY COMMITM
CITY DESIGN, INC. ACCEPTS NO RESPONSIBILITY AND SHALL NOT INCU
FUTURE CHANGES IN SERVICE REQUIREMENTS BY UTILITY COMPANIES.

COORDINATE SPECIFIC REQUIREMENTS WITH.....

POWER COMPANY: PG&E
CONTACT: ....

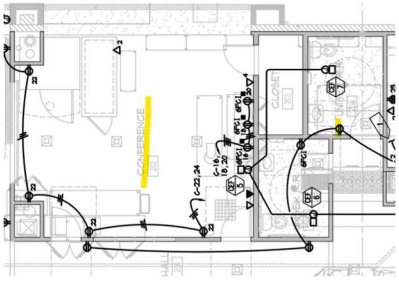
TELEPHONE COMPANY: AT&T
CONTACT: ....

E4. Sheet E2.1A, E2.1B and E2.2, Lighting Plans. Please provide a photometric calculation and statistic table for verification of egress illumination. A minimum 1 foot-candle emergency egress lighting shall be provided along the entire exit pathway per CBC1008.2.1

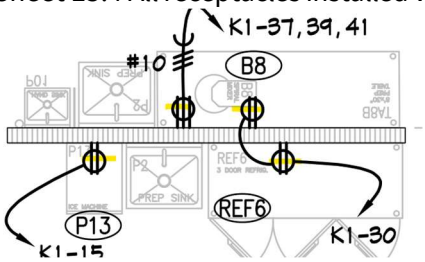
E5. Sheet E3.1A, E3.1B, E3.2, E3.3 and E3.4 Power Plans. Provide NEMA configuration for all special receptacles (other than 125-volt, 15- or 20-ampere receptacles). E.g., meat saw, chopper, freezers, etc.

E6. Sheet E3.2, A meeting room that is at least 12 ft wide and that has a floor area of at least 215 s.f. shall have at least one receptacle outlet located in the floor at a distance not less than 6 ft from any fixed wall for each 215 s.f. or major portion of floor space. CEC 210.71(B)(2)

A. Provide a GFCI receptacle in Unisex rest room in accordance with the requirements of CEC 210.8(B)(1)



E7. Sheet E3.4 All receptacles installed within 6 feet of the edge of a sink shall be GFCI type. CEC 210.8(B)(5)



A. All conduits passing into the floor standing freezer / cooler, not just the walk-in shall be sealed in accordance with the requirement of CEC 300.7(A)

E8. Sheet E3.5 Please provide a listed panic hardware for both electrical room doors. CEC 110.26(C)(3) Where equipment rated 800 A or more that contains overcurrent devices, switching devices, or control devices is installed and there is a personnel door(s) intended for entrance to and egress from the working space less than 25 ft from the nearest edge of the working space, the door(s) shall open in the direction of egress and be equipped with listed panic hardware. CEC 110.26(C)(3)

A. Please note on drawing: Transformer top surfaces that are horizontal and readily accessible in electrical room shall be marked to prohibit storage. CEC 450.9

B. Clarify that a minimum one-hour fire rated wall shall be provided for the room that housing greater than 112 ½ kVA transformers in size unless the transformer's insulation system is rated Class 155 or higher per exception #1 and #2 of CEC 450.21(B)

E9. Sheet E3.5, E5.0, E5.1. Please show ratings of all disconnect switches on plan; or clarify with a note that all disconnect switches will match the breaker /switch size protecting the same branch circuit/feeder in panel respectively. CEC 240.4; CEC 220.18(A)

E10. Sheet E4.0 Add this general note for refrigeration plans.
All conduits passing into the freezer/cooler shall be sealed in accordance with the requirement of CEC 300.7(A)

E11. All roof plans, E6.1. Structural Calculation is required for roof units of more than 400 lbs, including the generator and AHUs; wall/ceiling-suspended equipment is more than 20 lbs. Please provide all equipment dimension, weight information and coordinate with structural engineer for the project. CBC 1613 and ASCE 7-10 Chapter 13.

E12. Sheet E6.2, E6.3. Please fix the typo below:

NOTE:

ALL LIGHTING CIRCUITS TO RUNT HRU EMS PANEL FOR CONTROL (DIMMING/AUTO SHUTOFF/DEMAND RESPONSE) PER TITLE 24 REQUIREMENTS. COORDINATE WITH HUSSMAN FOR EXACT POINT OF CONNECTION. CONTRACTOR TO PROVIDE CONTACTOR PANEL WITH REQUIRED CONTACTOR POINTS REQUIRED FOR LIGHTING CONTROL.

A. Show AIC ratings for all electrical panelboards on schedules. CEC 110.9

ENERGY COMPLIANCE:

Electrical Compliance: [Jingpei (Jim) Zhang, PE jzhang@bpr-grp.com, (916)273-4658]

EE1. Sheet E1.0, Site Plan. Please address any signage lighting requirements on this sheet. Provide Title 24 Energy Compliance Forms NRCC-LTS-E for the illuminated signs. 2022 Building Energy Efficiency Standards section 10-103(a)2

EE2. Sheet E2.1A, E2.1B and E2.2, Lighting Plans. All primary and secondary sidelit daylit zones shall be shown on lighting plans. Also, please cite if the exception requirement is met. Otherwise, the luminaires in the above daylight zones shall be provided with automatic day lighting controls (including multilevel lighting control). 2022 California Energy Code, Sec. 130.1(d)1,2 and 3

A. Please clarify if current limiter to be used for the track lightings installed. They shall comply with 2022 California Energy Code, Sec. 110.9(c)

EE3. Sheet E5.0 PV and battery systems are required by the current code, 2022 California Energy Code, Sec. 140.10. However, if both the PV and battery systems are proposed to be deferred, please first:

1. Communicate with the AHJ (City of Rocklin) to ensure this is allowed.

2. Provide Title 24, Solar/battery Forms, Form 2022-NRCC-SAB-E for the proposed PV and battery systems (installed later).

3. Show solar-ready zones on roof and conduit pathway down to the electrical room in accordance with 2022 California Energy Code, Sec. 110.10(b), (c), (d).

EE4. Provide Title 24, Power Forms, Form 2022-NRCC-ELC-E for the new Electrical Power Distribution.

Mechanical Compliance: [Kevin Brenton, kbrenton@bpr-grp.com, 408.472.9105]

No comments in this section. KB

Envelope Compliance: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

No comments in this section.

CalGREEN: [Jingpei (Jim) Zhang, PE jzhang@bpr-grp.com, (916)273-4658]

CG1. Sheet E1.0, Site Plan. Please provide EV capable spaces (powered by future) and EV capable spaces with EVSE (to be powered now) in accordance with the requirement of California Green Building Standard Code (CGBSC), Sec. 5.106.5.3 and Table 5.106.5.3.1.

For those EV capable space, provide conduit with pull string and capacity in switchboard plus label; for those EV capable with EVSE space, circuitries shall be furnished in the current phase.

STRUCTURAL: [Roger Peterson, SE, rpeterson@bpr-grp.com, 916.202.2902]

S1. Please provide a copy of the geotechnical report that is referenced in Foundations note 1 on Sheet S1.0 which was prepared by Mid Pacific Engineering, dated August 24, 2022.

S2. Provide a letter from the Geotechnical Engineer stating that the drawings (i.e. –the foundation plan, the grading plan, and all pertinent details) have been reviewed, and that the geotechnical report's recommendations are properly incorporated. Any exceptions noted by the Geotechnical Engineer are to be addressed prior to resubmittal.

S3. At the Structural Calculations please respond to the following items:

A. At page 17 please amend the calculation for beam 3 to include the additional point load from the W18x55 diagonal beam as shown on the framing plan.

B. At page 17 please check the joists at the mechanical roof with load from the pump and 14,000 lb rack as shown on the framing plan.

C. On page 44 a calculations is shown for epoxy anchors in a CMU wall, please clarify what this anchorage calculation pertains to.

D. At the calculations for the seismic loads on pages 60, 74, 80 and 89 the value shown for S_{DS} is shown to be 0.38, however per ATC Hazards Maps S_{DS} should be 0.424 which is approximately 12% higher. Please justify using 0.38 for S_{DS}. Please amend the seismic load calculations if required.

E. On page 63 please amend the pilaster calculation using a tributary width of 24' as shown on Elevation 1/S3.1.

F. Please provide calculations for the CMU piers shown on the drawings.

G. Please provide calculations for the jamb steel required beside the openings.

H. Please provide calculations for the CMU lintels and sills.

I. At the wall anchorage calculations on pages 75 and 76 please check the steel elements using a load increase factor of 1.4 per ASCE 7-16, Section 12.11.2.2.2.

J. Please provide wall anchorage calculations for all conditions shown on the plans including the low roofs and mezzanine.

K. Please provide sub-diaphragm analysis for all conditions at the roof and mezzanine diaphragms, including the low roofs, as required per ASCE 7-16, Section 12.11.2.2. Verify that the nailing shown on the plans is adequate to transfer the wall tie loads to the cross building ties.

L. Please provide cross building ties between the diaphragm chords in both directions at the upper roof, low roofs and mezzanine diaphragms. Please check the capacities of the wide flange beams and girders where they occur for the cross building tie forces.

M. Please provide calculations for the wall ties at line 1, between lines B.5 and F as the wall ties occur at 8'-0" o.c. at this wall line. In addition, verify that the CMU walls are adequate to span between the ties per ASCE 7-16, Section 12.11.2.1.

N. At the shear wall calculations please check the shear and in-plane bending at the wall piers shown between the openings on line 1 between lines A and B.5 as shown on Elevation 1/S3.1.

O. Please provide calculations at the shear walls on lines 6, A and G considering the locations of openings and control joints.

P. At the collector calculations on page 88 please amend the length of the collector to be 146' and the length of the shear wall to be 66' as shown on Elevation 1/S3.1.

Q. At the entry frame calculation on page 90 please check the structure for loads in both directions.

R. At the entry structure frames please check the moment frame connections using the provisions of AISC 341-16, Section E1.

S. Please provide calculations for the moment frame base plates at the entry frames using the provisions of AISC 341-16 Section D2.6.

T. Please provide calculations for the entry structure moment frames anchor bolts using the provisions of ACI 318-19, Chapter 17.

U. Please provide calculations for the footings at the entry structure moment frames.

V. Please provide calculations for the low roof structures located at the south and east sides of the buildings. Include calculations for the diaphragms, chords, collectors, shear walls, etc.

W. Please provide lateral analysis for the mezzanine. Include calculations for the diaphragms, chords, collectors, wall anchors, sub-diaphragms, shear walls, etc.

X. Please provide anchorage calculations (and details if required) for all mechanical and electrical equipment, permanently anchored kitchen equipment, freezers, coolers as required per AISC 7-16, Chapter 13.

S4. Please provide drawings, details and calculations for all racking shown on Sheets A2.6 and A2.7 which is not included in the high piled storage racks which are to be submitted under a separate permit as noted on Sheet T0.0.

S5. Please provide ceiling framing plans for all areas where gyp. board ceilings occur as shown on Sheet A3.1. Specify the size and spacing of the ceiling joists and provide details showing how the ceilings will be supported.

S6. At Sheet A3.2 please respond to the following items:

A. At the details showing suspended soffits please coordinate the information shown with the suspended soffit framing shown on structural Sheet S9.1.

B. It appears that the distance between the suspended ceiling over the meat prep area and the bottom of the roof structure will exceed the maximum length of 8’-10” as shown in the Compression Post Schedule in detail 6. Please verify and amend the schedule if required.

S7. At Sheet A5.4 guard rails are shown. Please provide structural details and calculations for the guard rails.

S8. At Sheet A6.2 details are shown for the coolers, please verify if the coolers are part of this permit. If so please provide the foam core panel manufacturer’s LARR or ICC ESR report along with structural calculations and details for the construction of the coolers as required per the LARR or ICC ESR report.

S9. At Sheet S1.0 please respond to the following items:

A. At the Design Basis notes please amend the value shown for S_{DS} as required, see comment S3-D above.

B. At the Wood notes please verify if notes 3 and 4 pertain to this project. Please amend the notes as required.

S10. At Sheet S2.1, Foundation Plan, please respond to the following items:

A. Detail reference 2/S5.2 is shown at line 1 at two locations at the pop-outs. Pease verify if these detail references should be 3/S5.2.

B. Detail reference 3/S5.2 is shown on line 1 near line D, please verify if this detail reference should be 2/S5.2.

C. An HSS5x5xx1/4 is shown near the intersection of grids F.6 and 1.1, however from the calculations it appears that this column should be an HSS5x5x3/8. Please amend the plan as required.

D. Please provide calculations for the steel framed stairs shown on line 2, between lines F & G.

E. Please specify the pad footing shown at the bottom of the stairs at the intersection of grids F and 2.

F. Please provide calculations for the CMU shear wall shown on line 2.1.

G. Please provide details for the exterior footings shown on line H, between lines 2 and 3.

H. Please specify the interior footing shown at the skewed wall and around the stairs between grids E–F and 4–5.

I. Please provide calculations and details for the stairs located between grids E-F and 4-5. Reference the details on the plans.

J. Please provide calculations for the columns and pad footings on line 5 which are supported both roof and mezzanine loads.

K. Please verify if stepped footings are required at the depressed slab at the cooler located east of line G, between lines 4 and 5.

L. A pop-out is shown at the screen wall on line 7, please provide a detail at this locations showing how the foundation is to be constructed at the pop-out.

S11. At Sheet S2.2, Mezzanine and Low Roof Framing Plan, please respond to the following items:

A. Clarify how cross building ties are to be provided between the diaphragm chord in both directions at the low roof and mezzanine diaphragms per ASCE 7-16, Section 12.11.2.2.

B. Please provide a beam to CMU wall connection at the HSS12x12x1/4 beams at the entry structure at the intersection of lines F and 1.

C. Specify the beam to column connection at the (2) W14x61 beams shown at the entry structure north of line 1.

D. Detail reference 17E/S7.1 is shown at the entry structure on line H, north of line 1, however, this detail reference does not appear to be correct. Please amend the detail reference as required.

E. Please clarify how the concrete slab shown between grids F-H and 1-2 is to be braced for lateral loads in both directions.

F. Please provide detail references for all steel framing connections, include beam to beam, beam to column and beam to CMU wall connections.

G. (2) HSS12x12x1/4 beams are shown at the entry structure on line 2, please clarify the elevation of these beams and specify how the west end of the beams are to be supported.

H. Please clarify how the HSS8x4x1/4 beams on line H are to be supported at line 2.

I. Please provide a detail at line F, between lines 1 and 2 showing how the concrete deck is to be supported.

J. Please provide details at the east, south and west walls of the elevator shaft.

K. Please clarify how the west side of the mezzanine is to be braced for lateral loads at line F.

L. Please provide calculations for the W18x50 beams on line F. At the beam between lines 4,1 and 4.8 include load on both sides of the beam.

M. Detail reference 2/S7.1 is shown at the intersection of lines F and 3.6, please clarify what option of the detail is to be used.

N. Please clarify how the lateral loads from the low roof east of line G are to be resisted for lateral loads in the east-west direction. Please note that the length to width ratio of this diaphragm exceeds the allowable L/W ratio per SDPWS 2021 Table 4.2.2.

O. Please provide calculations for the W18x50 beams on line 5, include loads from the mechanical equipment.

P. Detail reference 3/S8.4 is shown at the mechanical unit at the intersection of lines D and 5, however, this detail does not correspond with the conditions shown.

Q. Please clarify how the west end of the mezzanine between lines 5 and 6 is to be braced for lateral loads in the north-south direction. Please provide additional shear walls as required.

R. Please provide strap in the east-west directions at the north and south sides of the stairwell at the stairs located between lines F-F and 4.7-5.

S. Detail reference 12B/S8.2 is shown east of line G, near line 6, however, this detail reference does not appear to be correct. Please amend the detail reference as required.

T. Detail reference 4/S8.2 is shown at the low roof south between lines 6-7 and B-c, please verify if this detail reference is correct.

S12. At Sheet S2.3, Roof Framing Plan, please respond to the following items:

A. Please provide calculations for the W-beams shown below the braced for the wall braces.

B. Provide details for the W-beam to CMU wall connections, reference the details on the plan.

C. Detail reference 5A/S7.1 is shown at the beam connection near the intersection of grids B and 2, please verify if this detail reference is correct. Amend the detail reference as required.

D. At the entry structure please verify if the beam on line F is to extend to the column at the intersection of lines F and 2 as modeled in the calculations or if it terminates on the CMU wall as shown in detail 13/S8.3. Please coordinate the calculations and drawings as required. If the beam is to be installed as shown in detail 13/S8.3 please provide calculations showing how the moment and shear forces in the moment frame beam are to be resisted. If the beam is to extend to the column at grid line F and 2 please show a moment frame connection at the south end of the beam.

E. At the entry structure please amend the beams on lines F and 2 to be W24x76 beams as shown in the calculations.

F. Please provide calculations for the HSS14x6x1/2 beam shown on line 2, between lines F and H.

G. Please provide details showing how the top of the CMU walls at the elevator shaft are to be anchored to the structure.

H. The column at the intersection of grids F and 2 should be a HSS12x12xx5/8 per the calculations. Please amend the column as required.

I. At the roof diaphragm at the entry structure please specify the fasteners require to use at the steel framed roof.

J. Please provide calculations for the roof joists at the entry structure.

K. Please clarify how the elevator guide rail support is to be anchored at the north side of the elevator shaft.

L. Please provide a beam to column connection detail for the column at the intersection of grids F and 2.9.

M. The girder on line 4, between lines E and G is shown to a 36” deep girder, please verify if this is correct as adjacent girders with a similar span are shown to be 52” deep.

N. Please clarify how the entry structure is to be tied to the main building structure at lines 1 and G to prevent separation per ASCE 7-16, Section 12.1.3.

O. Detail reference 20/S8.3 is shown at line A, between lines 5 and 6, however this detail reference is not correct. Please amend the detail reference as required.

S13. At Sheets S3.1 and S3.2, Wall Elevations please respond to the following items:

A. Please show the exterior walls at the low structures at the south and east sides of the building. Clarify the reinforcing steel required at the low walls.

B. At all elevations please specify the horizontal reinforcing steel required.

C. At all elevations please specify the trim steel required beside the openings

D. At all elevations specify the lintel reinforcing steel required above the openings.

E. At all elevations specify the sill reinforcing steel required below the openings.

F. Reference the CMU details on the elevations where required.

G. Specify the pilaster and piers required at all elevations.

H. At Elevation 1/S3.1 specify the beams shown at the entry structure and provide connection details at the beams.

I. At Elevation 2/S3.1 please clarify the sizes of the HSS beams and columns at the entry structure. Include the wall thickness of the members.

J. At Elevation 2/S3.1 please provide connection details for the HSS Framing at the entry structure.

K. At Elevation 1/S3.1 please specify the chord steel required at the top of the wall between lines A and B.5.

S14. At Sheet S5.2 please respond to the following items:

A. At details 2 and 6 detail reference 12/S6.1 is shown, please provide this detail.

B. At detail 3 please specify that the bottom of the wood framing is to be a minimum 8” above finish grade.

C. At detail 4 please provide calculations for the screen wall. In addition, please specify the maximum height of the wall and the maximum height of the retained soil.

D. At detail 14 please provide calculations for the screen wall and specify the maximum height of the screen wall.

S15. At Sheet S6.1 please respond to the following items:

A. At detail 5 please specify the typical horizontal reinforcing steel.

B. At detail 7 please clarify the locations of the vertical steel as shown in detail 12.

S16. At Sheet S7.1 please respond to the following items:

A. At detail 5 please specify the stiffeners shown at the ridge and specify the welds required at the stiffeners.

B. At detail 9 please clarify how the diagonal braces are to be connected to the roof girders at the condition where the girder is perpendicular to the beam as shown on the Roof Framing Plan.

C. At detail 17A please specify the welds required between the top plate and the beam.

S17. At Sheet S7.2 please respond to the following items:

A. At details 2, 3, 7 and 14 please provide knife plates between the girder and joist splices as required to provide a continuous tie across the building, please see truss manufacturer’s recommended details for splice connections.

B. At detail 3A please verify the connection of the 4x nailer to the girder top chord is adequate to transfer the sub-diaphragm forces to the girder top chords in the length of the sub-diaphragms.

C. At detail 4 please clarify how the in-plane shear loads are to be transferred from the roof diaphragm to the CMU wall.

D. At detail 6 please verify if the girders are to be anchored to the CMU walls for the out-of-plane wall tie forces.

E. At detail 10 please clarify how the in-plane diaphragm loads are to be transferred to the CMU walls.

In addition, please clarify how the trusses are to be anchored to the CMU wall for the out-of-plane wall tie forces. Show all required welds.

F. At detail 10 detail reference 13/- is shown however this detail reference is not correct. Please amend the detail reference as required.

G. At detail 13 detail reference 8/S8.2 is shown, however, this detail reference is not correct. Please amend the detail reference.

H. At detail 15B please provide headed studs at the bottom of the embedded plate as shown in detail 15C as required to resist the out-of-plane wall tie forces.

I. Reference detail 20 on the plans where required.

S18. At Sheet S7.3 please respond to the following items:

A. At detail 5 please provide calculations for the wall bracing shown.

B. Please reference detail 2 on the plans where required.

C. At detail 4 please provide a slotted connection at the base of the stringer to provide lateral movement per ASCE 7-16, Section 13.5.10.

D. At detail 8 please clarify why a nailer is used on top of the W-beam as it appears that the concrete will be too thin and crumble under foot traffic.

E. At detail 10 please provide calculations for the roof screen shown.

F. At detail 17 please provide calculations for the statue support frame.

G. Please provide calculations for the awning shown in details 16, 19 and 20. Include calculations for the anchorage of the awnings to the building.

S19. At Sheet S8.2 please respond to the following items:

A. At detail 10 detail reference 2/- is shown, however this detail reference is not correct. Please amend the detail reference as required.

B. At detail 12 please clarify how the blocking is to be attached to the W-beam

C. Please reference detail 17 on the plans where required. In addition, please specify the number of stringers required and specify the framing required at the landing.

D. At detail 19 please provide straps between the header and the blocking at all four corners of the opening as shown in detail 13/S.8.1.

S20. At Sheet S8.3 please respond to the following items:

A. At detail 4 please clarify the shear transfer for the in-plane lateral loads from the roof diaphragm to the HSS beam.

B. At detail 10 and 14 specify the light gauge framing shown and all connector shown.

C. At detail 16 please clarify how the deflection of the roof beam is to be accommodated, verify if slotted track is required at the top of the wall. In addition, specify all light gauge framing shown and the framing connectors shown

D. At detail 16 detail reference 16/- is shown, however this detail reference is not correct. Please amend the detail reference as required.

E. At detail 20 please respond to the following items:

1. Please provide calculations for the connection of the moment frame column to the top of the CMU wall.

2. Please specify the weld required at the base of the column.

3. Verify if additional vertical reinforcing steel is required in the CMU wall below the moment frame connection.

S21. At Sheet S8.4 please respond to the following items:

A. Please provide calculations for the equipment and rack anchorage shown, include calculations for the tractor frame structure.

B. At detail 10 clarify the number and hanger rods required at the hood. At the calculations for the hood the support weight is the weight of the equipment plus 800 lbs per CMC 508.4. (Maintenance Load)

C. At detail 4 specify the plywood nailing required at the top and sides of the platform.

S22. At Sheets M4.1A, M4.1B and M4.1C kitchen hoods are shown, however, on Sheet T0.0 kitchen hoods are shown to be submitted under a separate permit, please clarify. If the hoods are to be submitted under a separate permit they should be removed from this submittal.

S23. At Sheet M5.1 please respond to the following comments:

A. At detail 1 clarify how the strap and angle hangers and braces are to be connected to the roof structure.

B. At details 4 and 5 clarify how the seismic restraints are to be connected to the roof structure.

S24. At Sheet P5.1, detail G, please clarify how the softener tank and brine tank are to be anchored to resist seismic loads.

S25. Please provide anchorage calculations for the electrical panels shown on Sheet E6.1.

S26. Please provide anchorage calculations and detail for the equipment shown in details 3 through 10 on Sheet R301.

S27. Sheets R303A through R303C show coolers, however, on Sheet T0.0 refrigeration systems are shown to be submitted under a separate permit, please clarify. If the coolers are to be included in this submittal please provide anchorage details and calculations.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

August 20, 2025

[redacted] **– FIRST REVIEW**
Permit Application No. [redacted]
BPR Job No. [redacted]

[redacted]

Plan Review: **New Mezzanine, Storage, Bath, Cooler, Int Walls**
Address: [redacted]

BPR Consulting Group has completed a **FIRST** code compliance review of the following documents on behalf of the [redacted].

1. Drawings:
   a. T-1.0, GN-1.0 to GN-1.2 and A-1.0 to A-8.0 by T. Lee Building & Design dated 12/2024.
   b. S-1 to S-6 by Nextech Engineering Inc., not dated.
   c. M-1.1 to M-3.4 by M & S Engineering dated 04/15/2025.
   d. E1.0 to E6.0 by J S Engineering Inc. dated 07/15/2025.
   e. P-1.1 to P-3.3 by M & S Engineering dated 04/15/2025.

2. Structural Calculations: by Nextech Engineering Inc. dated 03/13/2025.

3. Energy Compliance Documentation by M & S Engineering & J S Engineering dated 04/15/2025.

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review.
Plan review comments follow on the attached list.

[redacted]

Please do not hesitate to contact us with any questions.

Sincerely,

BPR CONSULTING GROUP

Mark Seven	Denise V. Reese	Roger Peterson, SE
ICC Plans Examiner	ICC Plans Examiner	Structural Engineer

cc: [redacted]

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):
F-1 **S-2** **B**	**10,676** **5,268 (4068 main level + 1200 mezzanine)** **856**
Total Area:	**16,800 (15,600 main level + 1,200 mezzanine)**
Building Height:	**22'-0"**
Building Stories:	**One w/Mezzanine**
Type of Construction:	**III-B**
Occupant Load:	**55 – F-1 occupancy** **23 – S-2 occupancy** **17 – B occupancy** **95 – Total**
Sprinklered:	**Yes**
Valuation:	**$600,000**

Wildland Urban Interface (WUI) Fire Area?	**No**
Flood Zone:	**No**

Risk Category:	**II**
Site Class (seismic):	**D-default**
Seismic Design Category:	**D**
Special Wind Region:	**No**
Snow Loads:	**No**

GENERAL COMMENTS:

G1. The following plan review documents are based on the Building Regulations of the [redacted]. The following comments reference the 2022 California Building Standards Code as amended by the [redacted] unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

A1. The seal of Sunghoon Kim, Licensed Architect, is missing the last digit of the license number and the year of the expiration date. At resubmittal, please ensure the seal clearly shows all information and the complete current expiration date. Reference CA Business & Professions Code 5536.1.

A2. Sheet T-1.0:

A. Revised Sheet Index to include sheet S3.1 that is provided but not listed.

B. The Fire Department Notes are outdated. Please update Notes 1, 2, 3, 4, 6, 7 and 9 to reference applicable 2022 CBC Section numbers as numbers have changed.

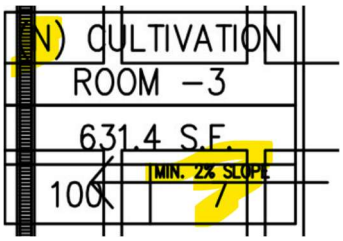
A3. Sheet A-3.0:

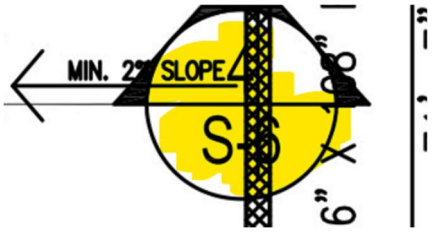
A. Under Legends at New Non-Bearing Wall, the referenced detail 2 is not found on sheet A-3.1. A detail 3 is found on sheet A-3.1 for a pony wall. Please verify and revise as needed.

B. Under Legends at New Bearing wall, please provide a detail reference for the new bearing wall.

C. Please verify that Important Note 3 for pantry and kitchenette is applicable to this project.

D. The room occupancy tags, some detail reference bubbles, etc. are overlapping notes, boxes, & walls making some information illegible. See examples. Please revise.





E. Revise drawing to identify locations of tactile exit signs. Reference 2022 CBC 1013.4 & 11B-703.4.

F. Please show and identify how the new and/or altered interior doors comply with the 18" clear on the strike edge of door requirement. Reference 2022 CBC 11B-404.2.4.

See specifically: Women's room (at lower left corner of drawing) and Electrical Room.

G. New walk-in Cooler 1 is 1,111 sq. ft. Rooms or spaces having a floor area larger than 1,000 sq. ft., containing a refrigerant evaporator and maintained at a temperature below 68 degrees, shall have access to not less than two exits or exit access doorways. Please revise. Reference 2022 CBC 1006.2.2.3.

A4. Sheet A3.1: The notes at detail 3 are too light to be legible. Please darken the font color.

A5. Sheet A3.2:

A. At door schedule note 3, revise to reference applicable 2022 CBC 1010.2.9 Section, not UBC Section number.

B. Please indicate door-opening hardware shall be centered between 34" and 44" above the floor. Reference 2022 CBC 11B-404.2.7.

C. Please revise plans to indicate that the maximum effort for both interior and exterior doors is 5 pounds. Reference 2022 CBC 11B-404.2.9.

D. At single-use restrooms, please indicate that a privacy lock/latch is provided on these doors. Reference 2022 CBC 11B-213.2.1.

E. Under Finish Schedule, note 4 references 2001 CFC 1103.3.3. Please revise to reference the current 2022 CBC / CFC ensuring the Code Section is current.

F. Show compliance with 2022 CBC Table 803.13 for finishes.

A6. Sheet A3.3:

A. Revise Egress plans to identify locations of tactile exit signs. Reference 2022 CBC 1013.4 and 11B-703.4.

B. Based on the occupant load at each space, reviewer calculates 89 at 1st Floor Total + the mezzanine level = Overall Total of 95. Please verify and revise as needed.

A7. Sheet A6.0: Two new exterior roof access ladders are identified. Equipment and appliances located on roofs or other elevated locations shall be accessible. Buildings more than 15 feet in height shall have an inside means of access to the roof. Please revise. Reference 2022 CMC 304.3.

SITE ACCESSIBILITY: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

SA1. Sheet A1:

A. Please revise the plans to indicate how the circulation path from the primary entrance will be separated from the vehicular areas. Reference 2022 CBC 11B-250.1.

B. At detail 2, revise mounting heights of accessible parking stall signs as follows: 60" above finish ground surface to bottom of lowest sign for wall mounted signs and 80" above finish ground surface to bottom of lowest sign for signs located is pedestrian path. Reference 2022 CBC 11B-502.6.

ACCESSIBILITY: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

AC1. Sheet A-7.0: From detail 5 at enlarged view of Braille cells, revise to show Braille cells either flush left or centered, not flush right. Reference 2022 CBC 11B-703.3.2.

AC2. Accessible upgrades are required when alterations are made to existing commercial buildings. Reference 2022 CBC 11B-202.3. The amount to be devoted to upgrades is determined based on the valuation (Total Construction Cost) of the project. Since the valuation is more than $203,611, full compliance of Chapter 11B is required.

MECHANICAL: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

No comments in this section. 08/13/2025.

PLUMBING: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

No comments in this section. 08/13/2025.

ELECTRICAL: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

No comments in this section. 08/13/2025.

ENERGY COMPLIANCE:

Electrical Compliance: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

No comments in this section. 08/13/2025.

Mechanical Compliance: [Mark Seven, mseven@bpr-grp.com, 909.280.0468]

No comments in this section. 08/13/2025.

Envelope Compliance: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

No comments on this section.

CalGREEN: [Denise Reese, dreese@bpr-grp.com, 916.245.1008]

CG1. Sheets GN1 through GN1-2: The provided CalGreen Checklist is outdated. Please provide the 2022 CA Green Building Standards Code Nonresidential Mandatory Measures checklist with July 2024 Supplement. Check the applicable box at each Section of the checklist. The checklist may be downloaded at: https://aiacalifornia.org/learn-grow-practice/practices/calgreen-checklists/

STRUCTURAL: [Roger Peterson, SE, rpeterson@bpr-grp.com, 916.202.2902]

S1. Please provide a foundation plan. Show the show all wall framing and new columns, provide details showing how the base of the walls and columns are to be connected to the concrete. Verify if new footings are required below the mezzanine bearing walls and below the new steel columns. Show and detail the new underground tank at the liquid storage room as shown on Sheet A-3.0.

S2. At the Structural Calculations please respond to the following items:

A. At the calculation for headers HD3 and HD4 please include dead load in the loads shown.

B. At the ceiling joist calculations please check the ceiling joists using a total load of 15 psf as shown on page 1 of the calculations.

C. At the wall stud calculations on page 18 please include live and dead loads in the calculations for type 2 and 3 studs.

D. At page 21 please clarify the locations of SB1 and SB2. Include point loads at SB1 from stringer or header.

E. At the seismic load calculation for the mezzanine please include 25% of the storage load in the seismic mass per ASCE 7-16, Section 12.7.2.

F. Show all holdowns on the plans as shown on pages 33, 34 and 35 of the calculations.

G. At the holdown calculations on page 36 please verify that the dead load used in the resisting moment was factored down by 0.6 per ASCE 7-16, Section 2.4.5, Equation 10.

H. On page 38 show the coolers being analyzed as a rigid box, however, per the LARR reports the coolers should be analyzed as shear walls supporting a flexible diaphragm using R = 2.0 per ASCE 7-16, Table 12.2-1, Item A.17. Please amend the analysis as required. In addition, please provide the cooler panel manufacturer's ICC ESR report which provides allowable spans for the ceiling and wall panels as well as allowable shear loads for the ceiling diaphragm panels and shear wall panels. Please provide the cooler manufacturer's drawings for review. Please provide complete calculations for the coolers, include vertical and lateral loads in the analysis. If the design and detailing of the coolers is to be a deferred submittal please note this on Cover Sheet T-1.0.

J. On page 40 anchorage calculations for the storage racks are shown, since the height of the storage racks exceed 8'-0" please provide complete design of the storage racks using the provisions of ASCE 7-16, Section 15.5.3.2 and ANSI/RMI MH 16.3. Provide complete design and detailing of the storage racks showing the sizes and shapes of all members as well as details for all connections. If the design and detailing of the storage racks is to be a deferred submittal please note this on Cover Sheet T-1.0.

K. At the calculation for the water tank anchorage shown on page 41 please verify the diameter of the tank used to calculate the weight of the water. Per detail 6/S-6 the diameter of the tanks is 90". Please amend the calculations as required. In addition please check the soil bearing pressure below the tanks, verify that the existing slab is adequate to distribute the loads. With seismic loads included.

L. At the calculations for the epoxy anchors on pages 43 through 60 please reduce the allowable shear and tension loads to account for the overstrength factor Ω_0 which s required to be included per ACI 318-19, Sections 17.10.5.3(d) and 17.10.6.3(c).

M. Please provide calculations for the slab at locations where holdowns are required, verify there is adequate mass from the slab to resist the uplift loads.

N. At the calculations for the roof framing please provide calculations for the existing 4x12 roof girders, verify that they are adequate for the additional load from the new AC units.

O. Please verify if footings are required below the bearing walls and shear walls at the mezzanine area. Check the soil bearing pressure below the slab considering dead, live and seismic loads and verify that the existing slab is adequate to distribute the loads.

P. Please verify that the existing columns are adequate or the additional loads from the new ceiling beams and mechanical units.

S3. At Sheet A-3.0 please respond to the following items:

A. Equipment is shown at the packing area. Please clarify what this equipment consists of, please provide manufacturer's cut sheets. Please provide anchorage details and calculations as required. If his is to be a deferred submittal please list it as such on Cover Sheet T-1.0.

B. Please provide specifications for the walk-in coolers. Specify the manufacturer, thickness of the panels, gauge of steel of the metal facing, etc. Provide the manufacturer's LARR report and provide drawings and details from the manufacturer. If the walk-in coolers are to be a deferred submittal please note this on Cover Sheet T-1.0.

S4. At Sheet A-3.1, detail 3 please clarify how the low partition wall is to be anchored to the floor to resist the moment at the base of the cantilevered wall due to out-of-plane lateral loads, coordinate with the structural detail.

S5. Please provide structural details and calculations for the new trash enclosure shown on Sheet A8.0. Include a roof framing plan and show how the roof framing is to be anchored to the CMU walls. Include details for the roof framing connections. Specify the roof sheathing and specify how the sheathing is attached to the framing.

S6. At Sheet S-1 please respond to the following items:

A. At the Special Inspections notes please include post-installed concrete anchors in the list of anchors that require special inspection and testing.

B. Please include floor live loads, roof live loads, ceiling live loads and geotechnical information as required per CBC 1603.1.

S7. At Sheet S-2 please respond to the following items:

A. Detail reference 3/S-6 is shown on line 6, at the cooler area, however, this detail reference is not correct. Please amend the detailed reference as required.

B. Please clarify how the top of the new wall framings shown around the cooler between lines 5 - 6 and D – F are to be braced for out-of-plane lateral loads.

C. Please specify the header required at the new wall on line F, between lines 4 – 5.

D. Please provide connection details for the beam-to-beam connections at the top of the stair area, reference he connection details on the plan.

E. Detail references 14/S-4 and 5/S-5 are shown at the new HSS 3x column at the intersection of lines D.5 and 2, however, these detail references do not appear to be correct. Please amend the detail references as required.

F. Detail reference 6/S-4 is shown at the new HSS 10x bam at line D.5, between lines 1 – 2, however, this detail reference is not correct. Please amend the detail reference as required.

G. The diaphragm at the mezzanine floor is shown to be 15/32" plywood sheathing. Please verify this sheathing will be adequate for the 125 psf live load at the mezzanine floor.

S8. At Sheet S-3 please respond to the following items:

A. Please clarify how the partial height wall shown at the right side of the stairs is to be braced for out-o-plan lateral loads and guard rail loads. Provide details showing how the wall framing is to be anchored to the stairs.

B. Please provide ceiling framing over all of the mezzanine area as shown on architectural Sheet A-6.1. Clarify how the ceiling framing is to be supported. Clarify how the top of all walls are to be braced for out-of-plane lateral loads.

C. Please verify if a diaphragm at the ceiling framing is required as shown at the 1st floor ceilings. In addition, provide shear walls as required to brace the ceiling structure over the mezzanine area.

D. Detail 14/S-4 is shown at line A.8, however this detail reference is not correct, please amend the detail reference as required. The architectural drawings and Sheet S-2 show that a partial height wall occurs at this area, however, the wall may need to be full height to support the ceiling framing per comment S8-B above. Please coordinate.

E. Detail references 1/S-3 and 2/S-3 are shown on lines A and 1, however, these details were not provided. Please provide the details.

S9. At Sheet S-3.1 detail 3 is shown for a new opening in the existing wall, however, it does not appear that this detail is required for this project. Please omit the detail if it is not required.

S10. At Sheet S-4 please respond to the following item:

A. At detail 1, detail 8/- is shown for the top plate splice, however this detail does not reflect the typical top plate splice. Pleas provide a detail which accurately depicts a typical top plate splice.

B. Reference all details shown on the plans where required.

S11. At Sheet S-5 please respond to the following items:

A. At detail 10 please verify if perpendicular blocking is required at the end bay between the ceiling joists as required to provide lateral support for out-of-plane lateral wall loads.

B. At detail 14 please clarify how the top of the column/beam is to be braced in the direction parallel to the wall. In addition, please clarify how the light gauge wall framing is to be connected to the steel columns.

C. Please reference detail 3 on the plans where required.

S12. At Sheet S-6 please reference details 1, 2, 5 and 6 on the plans.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

September 8, 2025

[redacted]

BPR Job No. [redacted]

[redacted]

Plan Review: **New SFD**
Address: [redacted]

BPR Consulting Group has completed a **FIRST** code compliance review of the following documents on behalf of the [redacted]

1. Drawings:
   a. A1 through A26 by Chamberlain Construction Design & Drafting dated 8/1/2025
   b. CEI through CEI-5 by CEI dated 1/2025
   c. E1 and E2 by Chamberlain Construction Design & Drafting dated 8/1/2025
   d. S1.1 through S3.3 by JZSE dated 2/2/2025

2. Structural Calculations by JZSE dated 2/2/2025

3. Truss Calculations by L&S dated 2/11/2025

4. Energy Compliance Documentation not provided

5. Geotechnical Investigation not provided

6. PV System by Lotus Energy dated 5/1/2025.

7. Fire Sprinkler Plan by Accurate Fire Protection dated 3/2025

8. Miscellaneous Documents:
   a. Hydraulics Summary Sheet
   b. Construction Waste Management Plan
   c. Septic System plan.
   d. Special Inspection, Structural Observation and Testing Agreement
   e. Truss Review Letter
   f. Fire Sprinkler Spec sheets

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review.
Plan review comments follow on the attached list.

[redacted]

Please do not hesitate to contact us with any questions.

Sincerely,

BPR CONSULTING GROUP

Kyle Hansen, PE
Structural Plans Examiner

Arron Mauldin
ICC Plans Examiner

Jingpei Zhang, PE. ICC Elec.
Plans Examiner & Inspector

cc: [redacted]

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):
R-3	**4,260**
U	**1,111**
Decks	**1,159**
Total Area:	**6,530**
Building Height:	**26'-5"**
Building Stories:	**2**
Type of Construction:	**See Comment**
Occupant Load:	**22**
Sprinklered:	**Yes**
Valuation:	**$800,000**

PV System	
System Size:	
# of Modules:	
# of Inverters:	
Panel Size:	
Main Service Panel Size:	
Racking by:	

LPG:	**Yes**	Gallons:	See Comment

Wildland Urban Interface (WUI) Fire Area?	**No**
Flood Zone:	**No**

Risk Category:	**II**
Site Class (seismic):	**D-default**
Seismic Design Category:	**D**
Special Wind Region:	**No**
Snow Loads:	**No**
Special Observation Required:	**Yes**

GENERAL COMMENTS:

G1. The following plan review documents are based on the Building Regulations of the [redacted]. The following comments reference the 2022 California Building Standards Code as amended by the [redacted] unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Arron Mauldin; amauldin@bpr-grp.com; 503.435.8117]

A1. Provide the following information on the cover sheet:

A. Construction Type Classification. 2022 CBC Chapter 6. (Assuming V-B)
B. Occupancy Group Classification. 2022 CBC Chapter 3. (Assuming R-3/U)
C. If dwelling is equipped with residential fire sprinklers. (Assuming Yes)
D. The number of stories above grade.

A2. Sheet A4; Please revise the vapor barrier thickness to 10-mil in lieu of 6-mil. Found under Foundations & Concrete Slabs notes, the fourth note.

A3. Please verify that at least one bathroom shall have a net clear width of 32", measured from the face of the door to the door stop, when the door is open at 90 degrees. 2022 CRC R327.1.3. (Including toilet rooms)

A4. Provide safety glazing in the window adjacent to and within 24" of doors. 2022 CRC Section R308.4.2.

A5. 2022 CRC §R308.4.3 Glazing in windows. Glazing in an individual fixed or operable panel that the bottom edge of the glazing is less than 18 inches above the floor.

A6. 2022 CRC §R308.4.5 Glazing and wet surfaces. Glazing in walls at bathtubs, showers where the bottom exposed edge of the glazing is less than 60 inches measured vertically above any standing or walking surface shall be considered to be a hazardous location.

A7. Clearly add note. Automatic garage door openers shall be equipped with battery backup so that the automatic garage door opener is operational without interruption during an electrical outage. Cal. Health & Safety Code Section 19892. Also automatic garage door openers shall listed and labeled in accordance with UL325. See Health and Safety Code Sections 19890 and 19891 for additional provisions for residential garage door openers.

A8. Identify the attic access with minimum of 22" x 30" opening. 2022 CRC R807.1

A9. Provide attic ventilation calculations, and by the vents net free area. 2022 CRC R806.1.

A10. Please show insulation in ceilings and below roof deck in the sectionals, as noted in Energy summary.

A11. Provide clear details of handrails. Refer to 2022 CRC R311.7.8.

A12. Provide and show the garage floor slope on the foundation plan sheet. The area of floor used for parking of automotive or other vehicles shall be sloped to facilitate the movement of liquids to a drain or toward the main vehicle entry doorway. 2022 CRC Section R309.1.

A13. For clarity, provide and show vapor barrier in the foundation details.

MECHANICAL: [Arron Mauldin; amauldin@bpr-grp.com; 503.435.8117]

M1. The laundry room meets the CMC definition of a confined space or closet. When a closet is designed for the installation of a clothes dryer, a minimum opening of 100 square inches for makeup air shall be provided in the door or by other approved means. Please specify on the plans how this makeup air will be provided to the laundry room. 2022 CMC 504.4.1

PLUMBING: [Arron Mauldin; amauldin@bpr-grp.com; 503.435.8117]

P1. Please show location of water heater and or Heat pump water heater space ready.

P2. Please provide the volume size of propane tank. Note on site plan

ELECTRICAL: [Arron Mauldin; amauldin@bpr-grp.com; 503.435.8117]

E1. Please revise the number of outlets on the kitchen island. Refer to 2022 CEC Art. 210.52 (C)(2)(a). At least one receptacle outlet shall be provided for the first (9 s.f.) and an additional outlet at each additional 18 s.f. and or fractional thereof, countertop or work surface. The electrical plans Island counter seems to be a 45 s.f. and therefore requires having a minimum of three countertop outlets. Receptacles below countertop more than 12" does not serve as a countertop receptacle and shall not be located where countertop extends more than 6" from its support base. Reference 2022 CEC 210.52(C)(3)(3)

E2. Clearly indicate the 240v circuit in laundry room shall be GFCI protected. 2022 CEC 210.8(10)

E3. Please verify the location of switches and outlets located in the mud room.

E4. Provide and clearly show Surge Protection Device (SPD). The SPD shall be an integral part of the service equipment or shall be located immediately adjacent thereto. 2022 CEC Article 230.67.

PV: [Jingpei (Jim) Zhang, PE jzhang@bpr-grp.com, (279)215-7995]

PV1. Thanks for the letter of Ground Mounted Solar Array by Caiman Engineering. Please also provide PV drawings for review or, show solar ready zone conduit pathway to the electrical main panel in accordance with 2022 California Energy Code, Sec. 110.10(b), (c), (d) and (e). Reserve space for PV interconnection.

Please refer to ADU (Permit#: BLD25-02941) for the same comments of electrical, energy and CalGreen.

ENERGY COMPLIANCE: [Arron Mauldin; amauldin@bpr-grp.com; 503.435.8117]

EC1. Please provide a registered California Energy Commission, energy compliance documentation for proposed dwelling.

EC2. Please revise range ventilation minimum requirements per 2022 CEnC Table 150.0-G

CalGREEN: [Arron Mauldin; amauldin@bpr-grp.com; 503.435.8117]

CG1. Complete the CalGreen compliance checklist identifying all applicable mandatory measures. Refer to the checklist and identify the applicable Mandatory Measure and check either "Y" on the applicable measures or "N/A" if they are not applicable to this project.

CG2. Wood burning fireplaces are prohibited per Placer County Aird Pollution Control District. 4.503.1.1 Woodstoves. Verify any installed woodstove or pellet stove shall comply with U.S. EPA New Source Performance Standards (NSPS) emission limits as applicable. Woodstoves, pellet stoves and fireplaces shall also comply with applicable local ordinances and note on the cover sheet that indicates the number and type of wood/pellet stoves.

STRUCTURAL: [Kyle Hansen, PE; khansen@bpr-grp.com; 530.845.4693]

S1. Ground mounted solar:

A. Drawings indicate 19.2 kWh vertical eForce unit is intended with a weight of 465 lbs. Provide anchorage details and calculations for units weighing more than 400 lbs. and all wall- or ceiling-suspended equipment that weighs more than 20#. Reference ASCE 7-16 Chapter 13.

B. Please provide an ICC report for the Krinner Ground Screws called out in the drawings (ESR-5168?). Please note that calculations provided Evaluation report CCMC 13577-R which is not applicable under the 2022 California Building Code. Please provide applicable report for the proposed system.

C. Please provide calculations for the ground screws per ESR 5168.

D. Reference the ESR report for the ground screws on the drawings.

E. If the applicable ESR report for the ground screws is ESR 5168, please ensure the following is considered:

1. Provide a geotechnical report per section 4.0 of ESR report.

2. Indicate on the drawings the Special Inspections are required per ESR 5168 section 4.3 and CBC 1705.1.1. Additionally, revise S.I. form provided for this permit to include all required special inspections.

3. Please provide a letter from the geotechnical engineer stating that the ground screw details and drawings have been reviewed, and that the geotechnical report's recommendations are properly incorporated. Any exceptions noted by the geotechnical engineer are to be addressed prior to resubmittal.

4. Provide manufacturer documentation referencing the mounting system (racking system and rails) proposed.

S2. Structural Observation is required on all residential structures 5,000 square feet or more per [redacted] and California Building Code (CBC) Chapter 17. Provide the following note on the plans:

"The Architect or Engineer of record performing the Structural Observation is to provide, in addition to the reports required by CBC Chapter 17, a final written report that will be retained as part of the permanent Building Permit file. The final report must certify that the entire structural system complies with the approved plans and designers' specifications. The wet-stamped final report will be required prior to the frame inspection by the Building Division stating that the foundation construction and the lateral shear resisting system is approved without any exceptions."

S3. Architectural elevations show exterior canopies. Please provide structural calculations and details showing how the canopies are attached to the primary structure Ref. ASCE 7-16, Section 13.1.

S4. Architectural drawings show a half wall acting as a guard at the stair opening. Please provide details showing how the half walls are anchored to the supporting floor framing at the stair opening. Provide calculations and details for the guardrails per CBC 1607.8.

S5. At WSWH sheets provided by the manufacturer are used, please clearly indicate which details and information in tables are applicable to this project. The designer is required to cross out or remove details that are not applicable and reference applicable details from the plans or details developed by the designer.

All applicable detailing is required to be stamped and signed by the Design Professional. (Ref. CBPC 5536.1). Please note that the detailing provided by the manufacturer is a design aid and does not exempt the design requirements (plans, details, and calculations) of the Design Professional Responsible in Charge.

S6. Sheet S2.3:

A. Provide shear transfer details at the interior shear walls along line C. Clarify if panel trusses are required. Call out panel trusses at design drag load for panel trusses (in plf) on the plans and revise truss calculations.

B. Provide shear transfer details at the gable end condition at roof pop-up.

S7. Sheet S2.2:

A. Provide calculations and details for the guardrails per CBC 1607.8 and CRC Table 301.5. Specifically, please indicate how the guard posts are connected to supporting framing at the base. Provide details for perpendicular and parallel conditions – specify blocking, connection hardware, etc.

B. Please clarify the framing required at the stairs and landing. Show how the framing is to be installed and supported. Show and specify the stringers, landing, etc. as required.

C. At the stair opening in the floor diaphragm provide continuity ties at the corners where the framing is not continuous per ASCE 7-16 section 12.10.1.

D. Follow all upper level holdowns to the foundation. For upper level holdowns that occur over a wall below, provide a holdown. For upper level holdowns that occur over a beam or header below, provide calculations for the header and follow any net uplift to the foundation. At locations where shear walls are supported on beams please anchor the beams to the supporting posts for the uplift loads from the shear walls and provide additional holdowns at the base of the posts as required to provide a complete load path to the foundations for the holdown forces.

It may be beneficial to try to adjust the lengths of the shear walls as required so the holdowns will stack and avoid additional holdowns.

E. Please include seismic compression loads at the calculations for beams supporting upper level discontinuous shear walls (Type 4 Horizontal Irregularity), seismic load effects must include overstrength per ASCE 7-16 § 12.3.3.3.

Additionally, please provide details showing how holdowns are to be installed at the beams supporting the discontinuous shearwalls.

F. Truss calculations indicate hip drop rafters by other at the area between truss types G11 and G06. Please provide / reference applicable detailing on the roof plan.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

January 22, 2026

[redacted] **– FIRST REVIEW**
Permit Application No. [redacted]
BPR Job No. [redacted]

[redacted]
bldtahoe@placer.ca.gov

Plan Review: **Name-Addition**
Address: [redacted]

BPR Consulting Group has completed a **FIRST** code compliance review of the following documents on behalf of the [redacted]

1. Drawings:
   a. 0.0 to ME3.2 by Sagan Design Group dated 12/30/25
   b. S1.1 to S6.1 by Harrington Engineering dated 12/27/25

2. Structural Calculations by Harrington Engineering dated 12/30/25

3. Energy Compliance Documentation by Hummingbird Energy Services dated 12/31/25

4. Miscellaneous Documents:
   a. Permit Application
   b. Deferred Submittal Form
   c. CWM Plan
   d. Roofing Felt and Underlayment ESR-2053

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review.
Plan review comments follow on the attached list.

[redacted]

Please do not hesitate to contact us with any questions.

Sincerely,
BPR CONSULTING GROUP

Austin Crowell
ICC Plans Examiner

Colin Grimm
Plan Check Engineer

cc: [redacted]

PROJECT DATA:

Occupancy Group or Use:	Area (sq. ft.):		
	Existing	Addition	**Proposed Total**
R-3: Game room	596	0	
Living room	0	573	**New R3: 1542**
Remodeled kitchen	520	0	
Main floor	476	302	**Existing R3: 3227**
Upper floor	1635	587	
Cottage Bar	0	80	**Total R3:4769**
U: Lower-Level Deck	0	183	**New U: 1641**
Main Level Deck	0	328	
Main level garage	0	770	**Existing U: 0**
Main level entry	0	173	
Cottage bar deck	0	187	**Total U: 1641**

Building Height:	**39'4"**		
Building Stories:	**3**		
Type of Construction:	**V-B**		
Sprinklered:	Yes	Type: NFPA 13D	
Valuation:	**$**		
PV System			
System Size:	**Not required**		
LPG:	**No**	Gallons:	
Fireplace:	**Yes-Wood Burning**		
Wildland Urban Interface (WUI) Fire Area?	**Yes**		
Flood Zone:	**No**		
Risk Category:	**II**		
Site Class (seismic):	**D-default**		
Seismic Design Category:	**D**		
Special Wind Region:	**Yes**		
Snow Loads:	**Yes**		
Special Observation Required:	**No**		
Special Inspections Required:	**Yes**	Types:	**Structural Steel – CBC 1705.2** **Soils – CBC 1705.6** **Seismic (Steel) – CBC 1705.12.1**

GENERAL COMMENTS:

G1. The following plan review documents are based on the Building Regulations of the [redacted] The following comments reference the 2022 California Building Standards Code as amended by the [redacted] unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING LIFE SAFETY: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

A1. Please note the following on the plans regarding fire blocking. Fire blocking is required to provide a separation between concealed vertical and horizontal spaces, in walls at stair stringers (top & bottom), at soffits, drop ceilings, cove ceilings and at openings around ducts, vents, pipes and flue chases. Fire blocking shall be provided vertically at the ceiling and floor levels and horizontally at intervals not exceeding 10 feet. CRC R302.11.

A2. Please revise the plans to show the garage floor shall be sloped to facilitate the movement of liquids to a drain or toward the main vehicle entry doorway. R309.1

A3. Identify fuel type for outdoor fire pit.

A4. Please revise the plans to specify window fall protection in accordance with R312.2. If the window fall prevention device complies with ASTM F2090, please reference this on the plans.

A5. Please revise the plans to show the location and dimensions of the required attic access. A readily accessible 22" x 30" attic access is required for all attic areas that have a vertical height of 30" or greater over an area of not less than 30 sq. ft. Minimum clear headroom of 30" is required above the access. R807.1 Attics with equipment need an opening as large as the largest piece of equipment to allow passage, but not less than 22" x 30".

Wildland Urban Interface: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

No comments found in this section. AC 1/22/26

MECHANICAL: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

M1. Please provide an appliance protection post in the garage. CMC 305.1.1

M2. A/C condenser units supported from the ground shall rest on a concrete or other approved base extending not less than 3" above the ground level. CMC 1105.2

PLUMBING: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

P1. Provide Type and locations for water heaters.

P2. Please note the plans that all new hot water piping shall be insulated per CBEES 150.0(j) and CPC 609.11.

P3. The plans show more than 3 water closets. Please specify on the plans the horizontal drainage piping shall be at least 4" pipe. CPC Table 703.2

ELECTRICAL: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

E1. Provide 1 receptacle on islands and peninsulas for the first 9 sq. ft of the counter space and an additional receptacle for each additional 18 sq. ft of counter space or part thereof. CEC 210.52(C)(2)

E2. Please revise the plans to show the garage door opener receptacle(s) shall be GFCI protected. GFCI protection is required for all receptacles in the garage, including the garage door opener receptacle. CEC 210.8(A)(2)

E3. Outdoor lighting permanently mounted to building shall be controlled by one of the following:
   a) Photocontrol and motion sensor

   b) Photocontrol and automatic time-switch control

   c) Astronomical time clock

ENERGY COMPLIANCE:

Electrical Compliance: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

EE1. Specify the fans in bathrooms containing a tub or shower are controlled by a humidistat and are energy star rated. If the bathroom fan provides continuous ventilation as required by the Energy Code it is exempt. CGBC 4.506

EE2. In bathrooms, garages, laundry rooms, walk-in closets and utility rooms, at least one luminaire in each of these spaces shall be controlled by a vacancy sensor or occupant sensor provided the occupant sensor is initially programmed like a vacancy sensor (manual-on operation). 150(k) 2I

Mechanical Compliance: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

EM1. Provide Kitchen exhaust means with CFM rating per CEC table 150.0-G

Envelope Compliance: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

EC1. Provide on A3.1 the insulation to be installed per CF1R.

CalGREEN: [Austin Crowell; acrowell@bpr-grp.com; 530.264.8493]

CG1. Please revise the plans to incorporate the 2022 California Residential Green Building Mandatory Measures Checklist. The mandatory measures can be found at the following link: https://aiacalifornia.org/learn-grow-practice/practices/calgreen-checklists/.

STRUCTURAL: [Colin Grimm; cgrimm@bpr-grp.com; 916.226.3227]
[Bill Rodgers, SE; brodgers@bpr-grp.com; 916.562.3600]

S1. Structural General Notes, Sheet S1.1:

A. Design Criteria on plans and in calculations specifies Exposure C; however, this project is located directly adjacent to Lake Tahoe. Please revise to specify and utilize Exposure D or justify the applicability of Exposure C within CBC 1609.4.

B. Please revise Seismic Loads (Design Criteria Section F) to include special moment frames within the seismic-force-resisting systems.

C. Soil Loads and Criteria listed in Design Criteria Section G do not match the values specified within the Structural calculations, including bearing capacity, passive pressure etc. Please coordinate.

D. Foundation Note A indicates a soil bearing capacity of 3000 psi per a Geotechnical Report which is not referenced or provided. Please revise to reference and include the report.

E. Please revise Statement of Special Inspections to include structural steel moment resisting frames per CBC 1705.12.1.

S2. Provide a letter from the Geotechnical Engineer stating that the drawings (i.e. –the foundation plan, the grading plan, and all pertinent details) have been reviewed, and that the geotechnical report's recommendations are properly incorporated. Any exceptions noted by the Geotechnical Engineer are to be addressed prior to resubmittal.

S3. Please provide a completed County of Placer Special Inspection, Structural Observation and Testing Agreement, found via the link below. Ensure all signatures are included.

https://www.placer.ca.gov/DocumentCenter/View/2972/Special-Inspection-Structural-Observation-and-Testing-Agreement-PDF

S4. Please revise plans to clearly indicate which aspects of the structure are new and which are existing and to remain, including framing members, foundation elements, etc.

S5. Provide supporting calculations for all retaining walls (see S2.1 and details 12 and 13/S3.1).

S6. Multiple beams and headers support discontinuous shear walls above. Provide/revise calculations for these framing members to consider the total seismic and gravity loads supported by these beams at the shear wall boundary member. Please use appropriate load combinations with overstrength (Type 4 Horizontal/Vertical Irregularity). (ASCE 7-16 § 12.3.3.3)

S7. Provide continuity ties at the diaphragm's reentrant corners and/or out-of-plane offsets, top plate breaks, truss breaks, attached accessory structures, pop-up or pop-out building sections, and at the corners of openings in the diaphragm. (ASCE 7-16 § 1.4.1, §12.1.3 §12.8.4, and § 12.10; SDPWS §4.1.3 and §4.1.9)

S8. Upper Floor / Low Roof Framing Plan, Sheet S2.2:

A. Please provide an analysis of the beam to column connections at the special steel moment frame showing compliance with AISC 341 § E4 and AISC 358.

B. Details 12 and 13/S4.1 are specified along Gridline A.

1. Please replace Detail 13/S4.1 with a pre-qualified connection detail out of AISC 358.

2. Detail 12/S4.1 cannot be used as it does not apply to AISC 358. Please revise.

S9. Upper Floor / Low Roof Diaphragm Plan, Sheet S2.2D:

A. Please provide supporting calculations for force transfer around openings (three (3) occurrences).

B. Please provide supporting calculations for the special steel moment frame verifying that the allowable drift complies with ASCE 7, AISC 341, and AISC 358.

S10. Roof Diaphragm Plan, Sheet S2.3:

A. Plans include multiple Type 4 shear walls running North/South which do not have lengths specified and are not included in the calculations. Please clarify and revise as required.

B. Please specify the length of the Type 2 shear wall section towards plan south end of Gridline E.1.

C. Please provide supporting calculations for force transfer around opening along Gridline GA.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

KEY STAFF RESUMES

RON BEEHLER, SE, CBO

PRINCIPAL | BUILDING OFFICIAL

Ron utilizes experience gained through more than 40 years of hands-on experience performing life safety, accessibility, and structural plan reviews to successfully manage building departments, building department services and high-profile building projects on behalf of public agencies throughout California. His experience includes establishing and coordinating on-site building department services for large, multi-building projects and unique, fast-paced development projects. Ron has served as Chief Building Official for multiple California public agencies including interim assignments. He has also provided building department assessments on behalf of municipal clients to identify inefficiencies and implement best practice improvements.

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

Ron is dedicated to maintaining his knowledge of California building codes, laws and regulations related to building department operations. He frequently lectures and presents classes on technical topics on behalf of professional organizations including CALBO and multiple International Code Council Chapters throughout California and other western states. He presently serves as Chairman for the CALBO Structural Committee.

PROFESSIONAL HISTORY

Principal | Building Official | BPR Consulting Group | 2021 - Present
Ron manages client plan review and inspection services on behalf of BPR Consulting Group providing efficient services on behalf of multiple municipal clients.

Director, Building Safety Services | Consulting Firm | 2006 – 2021
Chief Building Official | City of Sacramento | 2003 – 2006
Supervising Engineer | Building Inspection Division | City of Sacramento | 2002 – 2003
Regional Compliance Officer, Senior Structural Engineer | CA State Office of Statewide Health Planning & Development | 1998 – 2002
Chief of Facilities Engineering | California National Guard | 1991 – 1998
Assoc. Struct. Engineer | CA State Office of Statewide Health Planning & Development | 1987 – 1991
Associate Engineer Architect | Sacramento County Building Department | 1983 – 1987

BPR CONSULTING GROUP

EDUCATION

- Graduate Coursework in Structural & Geotechnical Engineering, California State University, Sacramento
- BS, Civil Engineering, California State University, Chico
- AA, Physical Science, Butte College, Oroville, CA

PROFESSIONAL LICENSES & CERTIFICATIONS

- CA Structural Engineer SE-3632
- CA Civil Engineer CE-39404
- NV Structural Engineer SE-019992
- NV Civil Engineer CE-019992
- National Earthquake Hazard Reduction Program Training
- CA Construction Law Training

International Code Council - 801789

- ICC Certified Building Official
- ICC Building Code Specialist
- ICC Building Plans Examiner
- ICC Building Inspector

PROFESSIONAL AFFILIATIONS

- San Joaquin ICC Chapter of Building Officials – Past President
- Napa Solano ICC Chapter – Past President
- Sacramento Valley Association of Building Officials – Multiple Term Board of Directors Member
- CALBO Building and Fire Advisory Committee – Appointed Member
- CALBO Structural Committee – Appointed Member. Chair, 2023

BILL RODGERS, SE

PRINCIPAL | PROJECT MANAGER

Bill has 31 years of experience in the field of structural engineering, including 22 years of experience as a plan review engineer. His wealth of experience includes a varied and vast list of projects throughout California and Nevada. Bill is in demand for hands-on work within jurisdictions due to his great success in blending excellent engineering skills with responsive customer service.

PROFESSIONAL HISTORY

Principal | Senior Structural Engineer | BPR Consulting Group | 2021 - Present

Bill directs client plan review on behalf of BPR Consulting Group providing efficient services on behalf of multiple municipal clients.

Senior Structural Engineer |Plans Examiner | Consulting Firm | 2006 – 2021

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

Senior Structural Engineer | Consulting Firm | 2001 - 2006

Bill performed structural plan review for commercial and residential construction for municipalities for various state and local agencies throughout California and Nevada

Structural Engineer| Associate | DES Architects + Engineers | 1995 – 2001

Bill was responsible for the structural design of many projects throughout the Bay Area, including Pacific Shores Center in Redwood City, Moffett Corners in Sunnyvale, Carlmont High School in Belmont, and many other projects. Additionally, Bill oversaw the structural department of this architecture and engineering firm, and was responsible for staff development and work quality.

PROJECT EXPERIENCE

Project Manager/Structural Engineer | Judicial Council of California | State of California | 2010 – 2021 .

Project Manager/Structural Engineer | Division of State Architect | State of California | 2016 **–** 2021

Project Manager/Structural Engineer | University of California, Merced | 2020 Campus Expansion | 2017 – 2021

Project Manager/Structural Engineer | City of Berkeley | Berkeley, CA | 2008 – 2021

Project Manager/Structural Engineer | Downtown Commons Tower | Sacramento, CA | 2016 – 2019

BPR CONSULTING GROUP

EDUCATION

- BS, Civil Engineering, California State University, Sacramento

PROFESSIONAL LICENSES AND CERTIFICATIONS

- CA Structural Engineer SE-4198
- CA Civil Engineer CE-50673
- NV Structural Engineer SE-18427
- NV Civil Engineer CE-18427

PROFESSIONAL AFFILIATIONS

- Structural Engineers Association, Northern California (SEAONC)

ROGER PETERSON, SE

PRINCIPAL | PLAN REVIEW MANAGER

Roger is a California licensed civil and structural engineer, and an experienced building safety professional with 31 years of experience in structural design, building plan review and plan review management. Roger has managed plan review services for all types of building structures including single and multi-story steel, and concrete-framed buildings, as well as structures utilizing timber, and masonry framing systems. In addition to many years performing all aspects of plan review, Roger's experience includes the supervision and management of plan review of numerous high-profile and fast paced multi-story building projects for multiple public agency clients including management of inspection programs for these same types of projects. Roger utilizes his detailed code knowledge, extensive design experience and on-site construction project experience to ensure accurate, thorough, and timely plan review services on behalf of municipal client agencies.

EDUCATION

- BS, Civil Engineering, University of Wyoming

PROFESSIONAL LICENSE & CERTIFICATIONS

- CA Structural Engineer SE-3846
- CA Civil Engineer CE-46096
- ID Structural Engineer SE-8225
- ID Civil Engineer CE-8225

PROFESSIONAL AFFILIATIONS:

- Structural Engineers Association of Northern California (SEAONC)

PROFESSIONAL HISTORY

Principal | Senior Structural Engineer | BPR Consulting Group | 2021 - Present

Roger directs client plan review on behalf of BPR Consulting Group providing efficient services on behalf of multiple municipal clients.

Senior Structural Engineer | Project Manager | Consulting Firm | 2006 – 2021

Roger provided management for several of this firm's offices and special projects as well as performed structural plan review for commercial and residential construction for municipalities for various state and local agencies throughout California. In addition to providing structural plan review services, Roger was responsible for the production and performance of company offices, including maintaining client relationships. His duties also included performing structural plan reviews for industrial, commercial, and residential projects.

Senior Structural Engineer | Plans Examiner | Branch Manager

LP2A | Bureau Veritas | CA | 1999 - 2006

Roger served as branch manager and lead structural plan reviewer for the Sacramento Area branch office. He was responsible for the production and performance of the office, including maintaining client relationships. His duties included performing structural plan reviews for industrial, commercial, and residential projects.

Project Engineer | Power Engineers, Inc. | 1999 - 1999

Project Engineer | Office Manager | R2H Engineering, Inc. | 1998 - 1999

Project Engineer | Rutherford & Chekene | 1995 - 1998

Design Engineer | Project Engineer | DES Engineers & Architects | 1995 - 1997

MARK BERG, CBO, MCP, ICC

BUILDING OFFICIAL

Mark is an ICC Certified Building Official, Plans Examiner, Building Inspector, and Master Code Professional with 35 years of experience performing life-safety, architectural, mechanical, plumbing, electrical, and structural reviews in residential, multi-family and commercial projects. Mark has successfully guided department staff with inspection and plan review of all phases of complex construction projects. He is experienced utilizing building department permit tracking software and managing all common building department responsibilities, including plan review, multi-discipline inspections, plan review and inspection scheduling, field supervision, regulatory compliance, code interpretation, and project acceptance. Mark also possesses exceptional skills in complaint resolution, problem solving, damage assessment and team building.

PROFESSIONAL HISTORY

Building Official, Life Safety Plans Examiner | BPR Consulting Group | 2021-Present

Building Official, Life Safety Plans Examiner | Consulting Firm | 2017-2021

Building Official | City of Redlands | 2015-2017

Building Inspection Supervisor | City of Rancho Cucamonga | 2010-2015

Building Official | City of Norco | 2006-2011

Building Division Manager | County of Riverside | 2001-2006

Plans Examiner-Sr. Building Inspector | City of Temecula | 1991-2001

PROFESSIONAL AFFILIATIONS

- CALBO – Damage Assessment Committee, State Building Codes Committee
- CACEO – California Association of Code Enforcement Officers
- CEC – California Energy Commission
- ICC – Administrative Committee
- ICC Foothill Chapter, Board Member, 2023-2024
- NFPA – National Fire Prevention Association, Building Systems Committee
- IAPMO – Code Interpretation Committees for UPC, UMC
- JAEI – Journal of Ancient Egyptian Interconnections
- City of Riverside Parks, Recreation, and Community Services Commission

BPR CONSULTING GROUP

EDUCATION

- BS, Public Administration, Minor in English, California Baptist University
- AA, Construction Technology, Riverside Community College
- AA, Physical Education, Riverside City College

PROFESSIONAL LICENSES & CERTIFICATIONS

International Code Council - 859362

- Master Code Professional
- ICC Accessibility Inspector/Plans Examiner
- ICC Building Code Official
- ICC Building Code Specialist
- ICC Building Inspector
- ICC Building Plans Examiner
- ICC Certified Building Official
- ICC Certified Fire Code Official
- ICC Certified Fire Marshal
- ICC Combination Dwelling Inspector - Uniform Codes
- ICC Combination Inspector - Legacy
- ICC Electrical Inspector
- ICC Fire Code Specialist
- ICC Fire Codes and Standards
- ICC Fire Inspector I
- ICC Fire Inspector II
- ICC Fire Plans Examiner
- ICC Mechanical Inspector UMC
- ICC Permit Specialist
- ICC Permit Technician
- ICC Plumbing Inspector UPC
- ICC Residential Combination Inspector
- ICC Residential Energy Inspector/Plans Examiner
- ICC Residential Plans Examiner

CHARLES NGANGA, SE, ICC

SENIOR STRUCTURAL ENGINEER

Charles is a California Licensed Structural Engineer with a Master of Science degree in Civil Engineering from California Polytechnic State University in San Luis Obispo with 12 years of experience in structural plan review. He is also a ICC Certified plans examiner. His work experience, excellent education and deep commitment to the building safety industry have enabled Charles to develop a solid track record of consistently providing clients with exceptional service.

PROFESSIONAL HISTORY

Senior Structural Engineer | BPR Consulting Group | 2023 – Present

Structural Plan review of multiple buildings and facilities including residential, commercial, mixed use, multi-family, judicial, institutional, industrial, power generation plants, communication towers, and solar installations.

Supervising Structural Engineer | Consulting Firm | 2014 – 2023

Charles performed residential and non-residential plan reviews to ensure compliance with California and International Building and Residential Codes and local building codes to include policies, amendments and ordinances. Charles also taught classes to multiple ICC Chapters on the 2016 CRC Braded Wall Provisions. The projects completed included the following.

PROJECT EXPERIENCE

Construction Phase, New Courthouses – Judicial Council of California

Project Manager and Structural review of the construction phase (Deferred Submittals, RFIs) of numerous new and renovated courthouses throughout Caifornia.

Hollywood Park – City of Inglewood

Structural review of Hollywood Park which is a Mixed-use development which will include retail and office space with associated parking. Structural Steel construction with special moment frames and braced frames. TI included IMAX Theater (Theater seating stands, Screen Support, technical equipment support).

Garden Grove Hotel – City of Garden Grove.

Project Channel – San Joaquin County

New Terminal (Merced - Yosemite Regional Airport) – City of Merced

Multiple Construction Phase New Courthouse – Judicial Council of California

Trainer: CRC Braded Wall Provisions

EDUCATION

- Master of Science, Civil Engineering California Polytechnic State University, San Luis Obispo 2014
- Bachelor of Science, Civil Engineering, Jomo Kenyatta University of Agriculture and Technology, Juja, Kenya
- 2009 Courses in Public Works Inspection, Plan Reading and Estimating, Advanced AutoCAD Santa Rosa Junior College, Santa Rosa, 2012

PROFESSIONAL LICENSE & CERTIFICATIONS

- CA Structural Engineer SE-6913
- CA Civil Engineer CE-85710

International Code Council - 8325618

- ICC Residential Plans Examiner

Cal OES Safety Assessment Program (SAP)

DENISE REESE, CBO, ICC

PLANS EXAMINER

Denise is an ICC Certified Chief Building Official and Life Safety Plans Examiner. She has 16 years of extensive experience performing life-safety, architectural, mechanical, plumbing, electrical, and minimal structural reviews in residential, multi-family and commercial projects, including OSHPD-3 licensed facilities. Denise specializes in working with applicants, designers and jurisdictions, having successfully served multiple California communities. Denise approaches plan review with her unique knowledge balancing the delivery of timely and accurate reviews while remaining responsive and approachable. Denise is extremely skilled in all disciplines required to successfully bring projects to approval.

PROFESSIONAL HISTORY

Life Safety Plans Examiner | BPR Consulting Group | 2022 - Present

Denise provides comprehensive plan review and inspection services for California client agencies. She performs detailed reviews of residential and non-residential plans for compliance with California Building, CalGreen, Plumbing, Mechanical, Electrical Codes, Energy Standards, state and local building codes, policies, amendments, and ordinances. Denise supervises life safety plans examiners and the permit intake team. She also provides training to new plans examiners.

Building Official & Supervising Life Safety Plans Examiner | Consulting Firm | 2014-2022

Denise performed comprehensive plan review and inspection services for client agencies. Reviewed residential and non-residential plans for compliance with California Building, CalGreen, Plumbing, Mechanical, Electrical Codes, Energy Standards, state and local building codes, policies, amendments, and ordinances. Supervised life safety plans examiners and permit intake team. Provided training to new plan reviewers.

Building Permit Technician II | City of Rancho Cordova | 2010 – 2014

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

Customer Service Specialist | City of Rancho Cordova | 2007 - 2010

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

Administrative Secretary | City of Rancho Cordova | 2006 - 2007

Provided administrative support to the City Manager's office, his Executive Assistant and the City Council.

BPR CONSULTING GROUP

EDUCATION

- Consumnes River College, Building Inspection Technology

PROFESSIONAL LICENSES & CERTIFICATIONS

International Code Council - 8096275

- ICC Certified Building Official
- ICC CA Building Plans Examiner
- ICC Certified CALGreen Inspector
- ICC Certified Permit Technician
- ICC Permit Specialist

Governor's Office of Emergency Services - CalOES

- Safety Assessment Program (SAP) Evaluator Training Certificate

ANDREW BURKE, CASp, ICC

CERTIFIED ACCESS SPECIALIST / PLANS EXAMINER

Andrew is a Certified Access Specialist and ICC Certified Plans Examiner with 14 years of industry experience in plan review, inspection, administration and estimating. Andrew has extensive plan check experience in multi-story mixed use projects and provides in-depth review of accessibility issues to ensure compliance with all California building codes. His CASp certification provides him the ability to ensure all aspects of accessibility have been achieved. His formal training in ICC codes, as well as on-the-job experience, helps him to provide thorough and accurate commercial and residential plan reviews and inspections. Andrew is an excellent asset to any building department both in the office and out in the field.

PROFESSIONAL HISTORY

Plans Examiner / Certified Access Specialist (CASp) | BPR Consulting Group | 2021 – Present

Provides life safety and accessibility plan review for residential and commercial projects including residential master plans, custom residential projects, commercial tenant improvement and remodel projects.

Plans Examiner / Certified Access Specialist (CASp) | Consulting Firm | 2013 – 2021

Provided life safety and accessibility plan reviews for residential and commercial projects including residential master plans, custom residential projects, commercial tenant improvement and remodel projects.

Building Department Intern | Town of Los Gatos | 2012

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

EDUCATION

- Associates in Building Inspection Technology, Butte Community College
- Associates in Mathematics, Butte Community College

CERTIFICATIONS

- Certified Access Specialist – CASp-710

International Code Council, 8250398

- ICC Building Inspector
- ICC Building Plans Examiner
- ICC Permit Technician
- ICC Commercial Building Inspector
- ICC Residential Plans Examiner
- ICC Residential Combination Inspector
- ICC Residential Plumbing Inspector
- ICC Residential Electrical Inspector
- ICC Mechanical Inspector
- ICC Residential Building Inspector

JINGPEI ZHANG, EE

ELECTRICAL ENGINEER

Jingpei is a licensed electrical engineer in California and has 30 years of experience. He holds a master's degree in Electrical and Electronic Engineering. His extensive experience in designing a variety of facilities and systems lends to his ability to provide excellent plan review services. His experience includes the design of electrical distribution systems for healthcare centers, data centers, commercial and industrial building and educational facilities.

PROFESSIONAL HISTORY

Plans Examiner | BPR Consulting Group | 2023 – Present
Jingpei provides plan review services for BPR's California clients to included residential and commercial projects. Project types include residential master plans, custom residential projects, commercial tenant improvement and remodel projects.

Plans Examiner | Consulting Firm | 2011 – 2023
Jingpei provided plan review services for public agencies throughout California.

Plans Examiner | Consulting Firm | 2009 – 2017
Jingpei designed health care facilities, commercial and industry buildings, and schools. Representative Projects included:

Senior Electrical Engineer/Project Integration Engineer |
Worley Parsons | Folsom/Sacramento, CA | 2007 – 2009
In this position, Jingpei designed and reviewed plans for power plants, including the Ivanpah Solar thermal power plant in Mojave Desert, Ca.; the Geothermal power plant grid transmission upgrade and retrofit in Imperial County; and the PG&E Gas-fired power plant planning phase, Colusa, Ca.

Senior Electrical Engineer | Mazzetti & Associates Inc. |
Sacramento, CA | 2000 – 2007
Jingpei designed many health care facilities, commercial and industry buildings, including:

Assistant Electrical Engineer | Carlson Corporation | San Francisco, CA | 1997 – 2000
Jingpei designed and built data centers, including:

Electrical Designer/Draftsman | Peters Engineering | Sacramento, CA | 1996 – 1997
Jingpei designed commercial/industry, residential and schools. AutoCAD drafting and design. Also, Jingpei designed power lighting fire alarm systems for various commercial, industrial, schools and office buildings.

EDUCATION

- MS, Electrical Engineering, California State University, Sacramento CA
- BS, Electrical Engineering, South China University of Technology, China

PROFESSIONAL LICENSE & CERTIFICATIONS

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

HONORS

- Professional Engineer Achievement Award; Carlson Corporation, July 2000
- Student of the Year Award; South China University of Technology, China, 1987

THOMAS TRIMBERGER, ME, CBO, ICC

MECHANICAL ENGINEER

Thomas has 43 years of experience working as an engineer and within building departments, both successfully providing and supervising virtually all building department functions. Thomas is a CA Registered Mechanical Engineer, ICC Certified Building Official, Plans Examiner and Building Inspector. His extensive experience and knowledge enable him to provide excellent services to our clients. Thomas is skilled at developing relationships with developers, designers, and the community to ensure plan reviews, inspections and development review functions are performed in an effective and efficient manner. He continuously assists clients by providing guidance and education on the construction and inspection process. Always helpful, personable, professional and successful in delivering a high level of customer service.

PROFESSIONAL HISTORY

Senior Mechanical Engineer/Building Official | BPR Consulting Group | 2023 - Present

Thomas provides plans examination and building official services to municipal clients throughout California.

Building Official/Mechanical Engineer/Plans Examiner | Consulting Firm | 2017 – 2023

Thomas has served as the Chief Building Official for the City of Modesto for and the City of Woodland. He is responsible for both Building Safety and Code Enforcement. Additionally, Thomas works for the City of Vallejo coordinating and performing plan review. Thomas also provides comprehensive building and safety services to a variety of clients throughout the Northern California region.

Chief Building Official/Senior Mechanical Engineer/Plans Examiner | Consulting Firm | 2016 - 2017

Mechanical Engineer | California Energy Commission | 2015-2016

Senior Mechanical Engineer | Consulting Firm | 2010 – 2015

Special Project Manager | City of Rancho Cordova | 2001 - 2010

Chief Building Official | County of Sacramento/City of Rancho Cordova | 2003 – 2009

Senior Mechanical Engineer | County of Sacramento | 1999 – 2005

Associate Engineer | County of Sacramento | 1987 – 1999

HVAC Design Engineer | Airway Heating and Air | 1985 – 1987

Design Engineer | Comeau Engineering | 1983 - 1985

BPR
CONSULTING GROUP

EDUCATION

- Bachelors of Science, Mechanical Engineering
- California State University, Sacramento
- Certificate in Total Quality Management
- Lost Rios Community College

PROFESSIONAL LICENSE & CERTIFICATIONS

- LEED Accredited Professional
- Build It Green Certified Green Building Professional
- Build It Green Greenpoint Rater
  CA Registered Mechanical Engineer | M026359 *Registered ME in 14 States
- CABEC Residential & Non-Residential Certified Energy Plans Examiner

International Code Council - 866408

- ICC Certified Building Official
- ICC Certified Mechanical Code Official
- ICC Certified Plumbing Code Official
- ICC Building Plans Examiner
- ICC Mechanical Plans Examiner
- ICC Plumbing Plans Examiner
- ICC Mechanical Inspector
- ICC Plumbing Inspector

PROFESSIONAL AFFILIATIONS

- Sacramento Valley Association of Building Officials (SVABO)
- California Building Standards Commission (CBSC)
- California Association of Building Officials (CALBO)

MARK COCO, ICC

BUILDING INSPECTOR

Mark is an ICC Certified Building Inspector with 7 years of experience and a strong background in residential and commercial construction. He performs inspections across a variety of systems including roofing, electrical, mechanical, and plumbing, ensuring compliance with building codes and safety standards. With hands-on experience in home remodeling and special inspections, Mark is well-versed in construction practices such as framing, drywall, tile, hardware installation, and finish work. He also brings experience in strategic planning, reporting, and team collaboration to support efficient inspection processes.

EDUCATION

- Bachelor of Science in Strategic Communications, Liberty University

PROFESSIONAL LICENSES & CERTIFICATIONS

International Code Council, 10546153

- ICC California Commercial Building Inspector
- ICC California Commercial Plumbing Inspector

PROFESSIONAL HISTORY

Building Inspector | BPR Consulting Group | 2025- Present

Mark provides building inspection services for various Southern California municipalities. He provides inspections for code compliance and compliance with the approved construction documents for residential projects.

Inspector Trainee | City of La Habra | 2025

Mark shadowed both a City Building Inspector and a Senior City Building Inspector to gain hands-on experience and learn industry best practices. He conducted 10 to 24 residential inspections per day, focusing on roofing, electrical, mechanical, and plumbing systems. Mark assisted in the reporting, planning, and organization of inspections to improve operational efficiency and collaborated with team members to ensure full compliance with local building codes and regulations.

Owner | Coco Special Inspections | 2025

Mark conducted special inspections on commercial development projects, focusing on elements such as shear walls, epoxy installations, hardware, and floor and roof sheathing. He ensured that these components were installed according to plans and applicable codes, and collaborated with site personnel to document and communicate findings as needed to support quality assurance and compliance efforts.

Director of Marketing | Maximus Law | 2024 - 2025

Mark led strategic marketing initiatives and managed a diverse team to support overall business growth. He focused on optimizing budgets to improve campaign performance and maximize impact. By leveraging a blend of paid and organic search strategies, along with social media campaigns, he successfully increased brand engagement and strengthened the company's digital presence. His leadership fostered collaboration and delivered meaningful results across multiple marketing channels.

Laborer | Coco Construction | 2018 - 2024

Mark worked in residential home remodels, contributing to a variety of projects including bathroom, kitchen, and bedroom renovations. He performed a wide range of construction tasks, including wood framing, drywall installation, tile setting, grouting, concrete work, roofing, and finish work such as painting, plumbing, demolition, and site clean-up. He also handled installations of windows, doors, light fixtures, and ductwork, consistently ensuring quality craftsmanship and attention to detail throughout each phase of the remodeling process.

SAMANTHA BARKER

COMMUNITY DEVELOPMENT PERMIT TECHNICIAN

Samantha is an ICC Certified Permit Technician with experience providing Permit Technician services in support for municipal building departments. Samantha's experience includes updating databases, data input, permit tracking system management, and report generation. In addition to her technical abilities, Samantha utilizes her excellent customer service skills to assist department customers, applicants, and City staff. Samantha is efficient, detail oriented and possesses the ability to multi-task.

EDUCATION

- DeAnza College, 2017, AA in Liberal Arts

PROFESSIONAL LICENSES AND CERTIFICATIONS

- ICC Certified Permit Technician, 10138242

PROFESSIONAL HISTORY

Permit Technician | BPR Consulting Group | 2021 – Present

Primary responsibilities include providing permit technician services to California municipal clients and customer assistance for building department services. Processes documents and reports and directs them to the appropriate department/person. Samantha facilitates a positive productive working environment and maintains clear communication with permit applicants and coworkers.

Customer Service Associate | Michael's | 2015 - 2020

As a Customer Service Associate, Samantha's responsibilities consisted of providing outstanding customer service which included handling transactions, providing knowledge of products and supplies, knowledge of the construction of projects, instructing customers on the appropriate application of products, teaching in-house classes for customers and maintaining front end cleanliness and organization.

Customer Service Associate | L'Occitane | 2013 – 2014

Samantha's primary duties included assisting customers, managing transactions, and providing outstanding customer services. She was also responsible for opening and closing out registers, bank drops, maintaining storefront organization, receiving and processing shipments, report of damaged items and inventory maintenance.

Customer Service Associate | Northern California Renaissance Faire | 2010 – Present (Seasonal)

Samantha's primary responsibilities included providing customer relations and inventory management to maintain product organization. She was responsible for sales activities as well as the merchandise displays. Samantha facilitated a positive productive working environment and maintained clear communication with staff and customers.

LICENSES AND CERTIFICATIONS (KEY PERSONNEL)

KEY PERSONNEL LICENSES AND CERTIFICATIONS

Name	Current Licenses and Certifications	License/Cert. Number(s)	Expiration Date
Ron Beehler, SE, CBO, ICC *Principal-in-Charge*	CA Registered Professional Civil Engineer CA Registered Professional Structural Engineer NV Registered Professional Civil Engineer NV Registered Professional Structural Engineer CABO Certified Building Official ICC Certified Building Official ICC Building Code Specialist ICC Building Plans Examiner ICC Building Inspector	39404 3632 019992 019992 1492 801789 801789 801789 801789	12/31/2027 12/31/2027 12/31/2026 12/31/2026 --- 05/11/2027 05/11/2027 05/11/2027 05/11/2027
Bill Rodgers, SE *Principal* *Plan Review Manager*	CA Registered Professional Structural Engineer CA Registered Professional Civil Engineer NV Registered Professional Civil Engineer NV Registered Professional Structural Engineer ICC Residential Plans Examiner	4198 50673 18427 18427 10085086	09/30/2027 09/30/2027 12/31/2027 12/31/2027 08/31/2028
Roger Peterson, SE *Principal* *Project Manager*	CA Registered Professional Civil Engineer CA Registered Professional Structural Engineer ID Registered Professional Civil Engineer ID Registered Professional Structural Engineer Cal OES Safety Assessment Program (SAP)	46096 3846 P-8225 P-8225	12/31/2026 12/31/2026 06/30/2026 06/30/2026
Mark Berg, ICC, MCP, CBO *Plans Examiner* *Building Official*	ICC Accessibility Inspector/Plans Examiner ICC Certified Building Code Official ICC Building Code Specialist ICC Building Inspector ICC Building Plans Examiner ICC Certified Building Official ICC Certified Fire Code Official ICC Certified Fire Marshal ICC Combo Dwelling Inspector - Uniform Codes ICC Combination Inspector - Legacy ICC Electrical Inspector ICC Fire Code Specialist ICC Fire Inspector I ICC Fire Inspector II ICC Fire Plans Examiner ICC Master Code Professional ICC Mechanical Inspector UMC ICC Permit Specialist ICC Permit Technician ICC Plumbing Inspector UPC ICC Residential Combination Inspector ICC Residential Energy Inspector/Plans Examiner ICC Residential Plans Examiner Cal OES Safety Assessment Program (SAP)	859362 859362	12/11/2028 04/08/2027

Charles Nganga, SE *Structural Engineer*	CA Registered Professional Civil Engineer CA Registered Structural Engineer ICC Residential Plans Examiner Cal OES Safety Assessment Program (SAP)	85710 6913 8325618	09/30/2026 09/30/2026 01/07/2028
Denise Reese, CBO, ICC *Plans Examiner*	ICC CALGreen Inspector ICC California Building Plans Examiner ICC Permit Technician ICC Certified Building Official ICC Permit Specialist Cal OES Safety Assessment Program (SAP)	8096275 8096275 8096275 8096275 8096275	04/23/2028 04/23/2028 04/23/2028 04/23/2028 04/23/2028
Andrew Burke, CASp, ICC *Certified Access Specialist* *Plans Examiner*	Certified Access Specialist ICC Permit Technician ICC Commercial Building Inspector ICC Residential Plumbing Inspector ICC Residential Electrical Inspector ICC Residential Mechanical Inspector ICC Building Plans Examiner ICC Residential Plans Examiner ICC Residential Building Inspector ICC Residential Combination Inspector ICC Building Inspector	CASp-710 8250398 8250398 8250398 8250398 8250398 8250398 8250398 8250398 8250398 8250398	08/12/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028 09/17/2028
Jingpei Zhang, EE *Electrical Engineer*	CA Registered Professional Electrical Engineer NCCER HVAC Level IV Certification NCCER Plumbing Level IV Certification NCCER Building Maintenance Level III Cert. NCCER Carpentry Level IV Certification NCCER Solar Photovoltaic Level I Certification NCCER Wind Power Level I Certification NCCER Green Technology Level I Certification NCCER Weatherization Technician Level I Cert.	16243 --- --- --- --- --- --- ---	12/31/2026 n/a n/a n/a n/a n/a n/a n/a n/a
Thomas Trimberger, ME, ICC, CBO *Mechanical Engineer*	CA Registered Mechanical Engineer ICC Mechanical Inspector UMC ICC Building Plans Examiner ICC Plumbing Plans Examiner ICC Plumbing Inspector UPC ICC Mechanical Plans Examiner ICC Plumbing Inspector ICC Mechanical Inspector ICC Mechanical Code Official ICC Certified Building Official ICC Plumbing Code Official ICC Plumbing Code Specialist ICC Mechanical Code Specialist Cal OES Safety Assessment Program (SAP)	26359 866408 866408 866408 866408 866408 866408 866408 866408 866408 866408 866408 866408	06/30/2028 05/16/2028 05/16/2028 05/16/2028 05/16/2028 05/16/2028 05/16/2028 05/16/2028 05/16/2028 12/20/2028 05/16/2028 05/16/2028 05/16/2028
Mark Coco, ICC *Building Inspector*	ICC California Commercial Mechanical Inspector ICC California Commercial Building Inspector ICC California Commercial Plumbing Inspector ICC California Residential Plumbing Inspector ICC California Residential Mechanical Inspector	10546153 10546153 10546153 10546153 10546153	09/17/2028 03/03/2028 07/01/2028 08/21/2028 09/23/2028

Samantha Barker, ICC *Permit Technician*	ICC Permit Technician	10138242	12/18/2027
Martha Diaz, PE *Plan Review Engineer*	CA Registered Professional Civil Engineer ICC Residential Plans Examiner	81154 8723293	09/30/2027 05/05/2027
Homayoun Hamedani, PE *Plan Review Engineer*	CA Registered Professional Civil Engineer	71050	06/30/2027
Robert Badmagharian, EIT, ICC *Structural Plans Examiner*	California EIT Certification ICC Building Plans Examiner ICC Accessibility Inspector/Plans Examiner ICC Residential Mechanical Inspector ICC Residential Building Inspector ICC Permit Technician ICC / AACE Code Enforcement Officer ICC Zoning Inspector ICC Residential Plumbing Inspector ICC Residential Energy Inspector / Plans Examiner ICC CALGreen Plans Examiner ICC Residential Plans Examiner ICC Property Maintenance and Housing Inspector ICC Certified Building Official ICC Housing and Zoning Code Specialist ICC Permit Specialist ICC Certified Fire Marshal ICC / AACE Code Enforcement Administrator	--- 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891 8292891	Passed 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 07/03/2028 02/20/2030 02/20/2030 02/20/2030 02/20/2030 01/06/2028
Maxwell Weninger, EIT, ICC *Engineering Plans Examiner*	ICC Electrical Plans Examiner California EIT Certification	10142701 -----	02/05/2027 Passed
Kevin Brenton, ICC, CASp *Plans Examiner* *Building Inspector*	ICC Commercial Plumbing Inspector ICC Residential Plumbing Inspector ICC Commercial Building Inspector ICC Residential Building Inspector ICC Commercial Electrical Inspector ICC Residential Electrical Inspector ICC Commercial Mechanical Inspector ICC Building Inspector ICC Electrical Inspector ICC Plumbing Inspector ICC Commercial Combination Inspector ICC Building Plans Examiner ICC Certified Building Official ICC Building Code Specialist Certified Access Specialist (CASp) Licensed General Contractor Journeyman Electrician, 2002	8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 8259529 CASp-964 B-88891	04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 04/11/2028 08/04/2027
Gabriela Scott, ICC *Plans Examiner*	ICC California Building Plans Examiner ICC Building Inspector ICC Building Plans Examiner ICC California Commercial Building Inspector	1132495 1132495 1132495 1132495	09/01/2026 09/01/2026 09/01/2026 09/01/2026

	ICC California Residential Building Inspector ICC Accessibility Inspector/Plans Examiner Cal OES Safety Assessment Program (SAP)	1132495 1132495	09/01/2026 10/17/2028
Markos Seven, ICC *Engineering Plans Examiner*	ICC Electrical Plans Examiner ICC Mechanical Plans Examiner ICC Plumbing Plans Examiner	10275760 10275760 10275760	10/20/2026 03/22/2027 11/02/2027
Todd Morris, ICC *Building Inspector Plans Examiner*	ICC Building Plans Examiner ICC Building Inspector ICC California Building Plans Examiner ICC Certified Building Official ICC California Commercial Building Inspector ICC CALGreen Inspector ICC Certified Building Code Official ICC CALGreen Plans Examiner ICC California Residential Building Inspector ICC Electrical Plans Examiner ICC Building Code Specialist ICC CALGreen Inspector/Plans Examiner	883990 883990 883990 883990 883990 883990 883990 883990 883990 883990 883990 883990	06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028 06/30/2028
Ben Jackson, ICC *Building Inspector Plans Examiner*	ICC Residential Electrical Inspector ICC Commercial Electrical Inspector ICC Electrical Inspector ICC Residential Building Inspector ICC Residential Plumbing Inspector ICC Residential Mechanical Inspector ICC Residential Combination Inspector ICC Residential Plans Examiner ICC Commercial Building Inspector ICC Building Inspector ICC Commercial Plumbing Inspector ICC Plumbing Inspector ICC Commercial Mechanical Inspector ICC Mechanical Inspector ICC Combination Inspector ICC Commercial Combination Inspector	10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952 10547952	03/03/2028 04/04/2028 04/05/2028 05/11/2028 05/23/2028 06/09/2028 06/10/2028 06/20/2028 08/20/2028 08/21/2028 10/26/2028 10/27/2028 11/07/2028 11/08/2028 11/08/2028 11/08/2028
Luis Gonzalez, ICC *Building Inspector*	ICC Residential Building Inspector ICC Residential Plumbing Inspector ICC Residential Mechanical Inspector	10346788 10346788 10346788	11/13/2026 01/16/2029 02/13/2029
Francis (Frank) Mendoza, ICC *Building Inspector*	ICC Commercial Building Inspector ICC Residential Building Inspector ICC Building Inspector ICC California Commercial Building Inspector ICC California Residential Building Inspector	8455639 8455639 8455639 8455639 8455639	05/05/2027 05/05/2027 05/05/2027 05/05/2027 05/05/2027

FIRM FINANCIAL INFORMATION

CHASE

March 10th, 2026

RE: **BPR CONSULTING LLC**
ACCT # 735897339

To Whom It May Concern:

BPR CONSULTING LLC has a business account with Chase and is in good standing. Please let me know if you have any questions.

Best regards,

Andrew Warner
Business Relationship Manager
(916) 717-1448
andrew.warner@chase.com

Balance Sheet

BPR Consulting Group

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	**$5,053,907.22**
Fixed Assets	**$0.00**
Other Assets	**$6,102.00**
Total for Assets	**$5,060,009.22**
Liabilities and Equity	
Liabilities	
Current Liabilities	**$936,117.43**
Total for Liabilities	**$936,117.43**
Equity	**$4,123,891.79**
Total for Liabilities and Equity	**$5,060,009.22**

CONFIDENTIAL

Profit and Loss

BPR Consulting Group

January-December, 2025

DISTRIBUTION ACCOUNT	2025	TOTAL
Income	**13,136,207.70**	**$13,136,207.70**
Cost of Goods Sold	**4,979,619.48**	**$4,979,619.48**
Gross Profit	**8,156,588.22**	**$8,156,588.22**
Expenses	**4,482,328.28**	**$4,482,328.28**
Net Operating Income	**3,674,259.94**	**$3,674,259.94**
Other Income	**21,394.52**	**$21,394.52**
Other Expenses	**1,296.63**	**$1,296.63**
Net Other Income	**20,097.89**	**$20,097.89**
Net Income	**3,694,357.83**	**$3,694,357.83**

CONFIDENTIAL

EXHIBITS

RESPONDENT SIGNATURE / COVER PAGE

Exhibit B

RFP No. 26-001-6110 **Title: As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services**

1. **RESPONDENT**

Firm Name: BPR Consulting Group

Contact Name: Ron Beehler, SE, CBO

Principal Address: PO Box 2404, Granite Bay, CA 95746

Local Address: 2930 Inland Empire Blvd., Suite 116, Ontario, CA 91764

Phone: 916.204.3078 Fax: 916.562.3600

Email: rbeehler@bpr-grp.com

Structure: [ ] Sole Proprietor [ ] Partnership [x] Corporation [ ] Joint Venture

Tax ID No: 87-1149836 California Contractor License No: n/a

Department of Industrial Relations (DIR) Registration No. PW-LR-1000818519

Registration Date: 10/22/2025 Expiration Date: 6/30/2026

2. Proposed working relationship between Respondent and subcontractor (if applicable):
n/a

3. Prices:
A. Prices shall be F.O.B. Destination or for the service rendered.
B. Payment Terms: Net 45
C. Proposers shall honor proposal prices for one hundred twenty (120) days or for the stated contract period whichever is longer.

4. All forms, certificates, and compliance requirements included in this RFQA are completed and duly submitted in the proposal response.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement, (4) I acknowledge that all documents submitted pursuant to this RFQA will become a matter of public record.

Printed Name: Ron Beehler Title: Principal

Signature: Date: 3/26/3036

EXHIBIT C

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

BPR Consulting Group

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☑ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . **S**

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

PO Box 2404

6 City, state, and ZIP code

Granite Bay, CA 95746

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

8 7 – 1 1 4 9 8 3 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** **Date** 1/13/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

CITY OF PALMDALE

AFFIDAVIT OF NON-COLLUSION and NON-DISCRIMINATION

Exhibit D

I hereby swear (or affirm) under the penalty of perjury:

A. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

B. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder/proposer and will not knowingly be disclosed by the proposer prior to opening, directly or indirectly, to any other proposer or to any competitor; and

C. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership, or corporation to submit or not submit a proposal for the purpose of restricting competition.

D. The Bidder/Proposer does not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, age, sex, sexual orientation, gender identity, national origin, or disability, and that it complies with all applicable Federal, State and local laws and executive orders regarding employment.

In connection with the performance of work under this contract, the Bidder or Proposer agrees as follows:

1. The Bidder or Proposer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, gender identity, national origin, or ancestry. The Bidder or Proposer shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, national origin, sex, sexual orientation, gender identity, or ancestry.

2. In the event of the Bidder's or Proposer's non-compliance with this non-discrimination clause, the Bidder or Proposer may be canceled or terminated. The Bidder or Proposer may be declared ineligible for further contracts with the City of Palmdale until satisfactory proof of intent to comply shall be made by the Bidder or Proposer.

3. The contract agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by its requirements.

Authorized Signature: _____ Printed Name/Title: Ron Beehler, SE, CBO; Principal

Company Name: BPR Consulting Group

Doing Business As: BPR Consulting Group

CERTIFICATION OF INSURABILITY

Exhibit E

I hereby swear (or affirm) under the penalty of perjury:

As an authorized representative of the proposing company, should our Company be determined to be the Successful Proposer, our Company will promptly provide such proof of insurance to the City within five (5) business days in reply to the CITY's *Notice of Intent to Award*. The CITY will remind the Apparent Successful Proposer in the *Notice of Intent to Award* letter. Proof of insurance requirements may be submitted electronically to the email address below with the RFP Number and Title referenced in the Subject field:

To: Purchasing@cityofpalmdale.org

Contracts will not be executed until formal proof of all required insurance(s) pursuant to **Attachment B** – *Sample Contract for Services* for **RFP No. 26-001-6110** **Title: As-Needed Plan Check, Community** have been received and approved by the CITY. It is agreed that the Apparent Successful Proposer shall maintain in force at all times during the performance of the engagement all policy or policies of insurance.

If the CITY requires corrections (i.e., limits, endorsements) the Successful Proposer has five (5) days from such request to complete all corrections. Failure to meet these deadlines will allow the CITY the right to reject the Proposer's proposal as non-responsive and proceed to the next finalist.

I hereby assure City of Palmdale that the company has or is able to procure the insurance coverage(s) required should the Company be awarded the Contract and shall maintain all the insurance requirements by the submission of this offer.

BPR Consulting Group

Proposer Company Name

Signature of Authorized Representative signing on behalf on Proposer

Ron Beehler, SE, CBO | Principal

Print Name of Authorized Representative of Proposer Company

3/26/2026

Date

BIDDER DISCLOSURE STATEMENTS

Exhibit F

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the contract, and the best interests of the City of Palmdale.

Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A.	Has the Bidder and/or subject company had a contract terminated for default or cause?	○	◉
B.	Has the Bidder and/or subject company been assessed any penalties, including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?	○	◉
C.	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?	○	◉
D.	Has trading in the stock of the subject company ever been suspended? Give date and explanation.	○	◉
E.	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?	○	◉
F.	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?	○	◉

By the signature affixed to **Exhibit B** – *Offer Signature / Cover Page* of this Solicitation, Respondent hereby certifies that the above information is true and accurate.

This completed form must be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

CLIENT REFERENCES
Exhibit G

The following is a list of four (4) references that most closely reflect similar projects to the scope of services/work of the City of Palmdale within the past three (3) years. References will be asked to complete a questionnaire and asked to return it to the Purchasing Division directly by a designated date and time. It is the Respondent's responsibility to ensure that Reference Contacts are willing to provide a reference. To expedite the evaluation process the City requests accurate email and/or fax number information be provided.

Reference #1

Name of Organization: City of Gardena

Address: 1700 West 162nd Street, Gardena, CA 90247

Email Address: GTsujiuchi@cityofgardena.org Fax:

Telephone: 310.217.9526 Contact Name: Greg Tsujiuchi

Contact Title: Comm. Development Director Service Dates: Since 2022

Project Manager: Bill Rodgers, SE Bid No. (if applicable) n/a

Summary of Project: Building Official, in-house and out-sourced plan review, building inspection and permit technician services.

Project Cost: per agreement

Reference #2

Name of Organization: City of El Monte

Address: 11333 Valley Blvd, El Monte, CA 91731

Email Address: mpetarra@elmonteca.gov Fax:

Telephone: 626.580.2013 Contact Name: Mike Petarra, CBO

Contact Title: Chief Building Official Service Dates: Since May 2025

Project Manager: Bill Rodgers, SE Bid No. (if applicable) n/a

Summary of Project: Full building department services including in-house plan review, building inspection, building official and permit technician services.

Project Cost: per agreement

Reference #3

Name of Organization: City of Ontario

Address: 303 East B Street, Ontario, CA 91764

Email Address: JCaro@ontarioca.gov Fax:

Telephone: 909.395.2172 Contact Name: James Caro

Contact Title: Building Official Service Dates: Since 2022

Project Manager: Bill Rodgers, SE Bid No. (if applicable) n/a

Summary of Project: In-house and out-sourced plan review services, building inspection services, and permit technician services

Project Cost: per agreement

Reference #4

Name of Organization: City of Claremont

Address: 207 Harvard Avenue, Claremont, CA 91711

Email Address: JCaro@claremontca.gov Fax:

Telephone: 909.399.5477 Contact Name: Joe Caro

Contact Title: Building Official Service Dates: Since 2/2025

Project Manager: Bill Rodgers, SE Bid No. (if applicable) n/a

Summary of Project: Plan review, building inspection, code enforcement, and permit technician services.

Project Cost: per agreement

DEVIATIONS and/or EXCEPTIONS FORM
Exhibit H

[ ] Specifications and/or Requirements

[ ] Contract for Services Provisions (No exceptions and/or deviations to insurance requirements allowed)

All deviations and/or exceptions to the requirements of this solicitation must be noted below. The City will consider any deviations and/or exceptions indicated in its award decisions. The City reserves the right to accept or reject any and all responses based on any deviation and/or exception indicated on this form. Respondents are cautioned that by taking any exception they may be materially deviating from the RFP. **Please do not attach a company letterhead in lieu of any entry on the section below.** In the absence of any entry on the section below, the bidder assures the City of their full compliance with the specification and conditions as listed in this solicitation. The page number, paragraph, and item number should be referenced when deviating from the specification and must be included.

The City reserves the right to reject any or all cost proposals as a result of this RFP and to waive any informality or irregularity in any bid proposal received and to be the sole judge of the merits of the respective cost proposals received, and to accept or further negotiate cost, terms, or conditions of any cost proposal determined by the City to be in the best interest of the City even though not the lowest cost proposal. **This form may be duplicated if additional pages are needed.**

Reference No.	Description
None	

BPR Consulting Group

Company Name

Ron Beehler, SE, CBO | Principal

Printed Name and Title

Authorized Signature

IRAN CONTRACTING ACT VERIFICATION

Exhibit I

(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for goods or services of $1,000,000 or more, a Supplier must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; orb) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, check the correct option below and insert your supplier or financial institution name and Federal ID Number. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

◯ **OPTION #1 - THIS PROJECT IS LESS THAN $1,000,000.**

By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

⦿ **OPTION #2 – CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the suppler/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Supplier Name/Financial Institution BPR Consulting Group	*Federal ID Number (or n/a)* 87-1149836
By (Authorized Signature)	*Date Executed:* 3/26/2026
Printed Name and Title of Person Signing: Ron Beehler, SE, CBO | Principal	

(Continued on Next Page)

OPTION #3 - EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or to enter into or to renew, a contract for goods and services.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

COST PROPOSAL

EXHIBIT J

March 26, 2026

City of Palmdale
Purchasing Division
38300 Sierra Highway
Palmdale, CA 93550

RE: Cost Proposal | RFP NO. 26-001-6110 As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services

Attached you will find BPR Consulting Group's Cost Proposal as requested in the City's RFP for **As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services**. Our technical proposal to provide these services in response to the RFP has been submitted in a separately via PlanetBids as requested.

Please feel free to contact me directly if you have any questions or would like any additional information.

Sincerely,

BPR CONSULTING GROUP

Ron Beehler, SE, CBO
Principal / Director of Client Services
916.204.3178
rbeehler@bpr-grp.com

RATES FOR SERVICES

BPR CONSULTING GROUP

Fixed fee plan review services include an initial review and up to two (2) backcheck reviews.

FIXED FEE PLAN REVIEW SERVICES	
Building Valuation from $0 to $100,000	65% Plan Review Fees Collected by the City
Building Valuation from $100,001 to $300,000	60% Plan Review Fees Collected by the City
Building Valuation from $300,001 to $1,000,000	55% Plan Review Fees Collected by the City
Building Valuation from $1,000,001 to $10,000,000	50% Plan Review Fees Collected by the City
Building Valuation greater than $10,000,000	45% Plan Review Fees Collected by the City
Plan Review Beyond the Third Review	As Per Hourly Rates Below
Expedited Plan Review (fixed fee or hourly)	150% of the standard fee or rate
HOURLY SERVICES	
Hourly Plan Review Services	As Per Hourly Rates Below
Revisions / Deferred Submittals	As Per Hourly Rates Below
Building Official Services	As Per Hourly Rates Below
Inspection Services	As Per Hourly Rates Below
Permit Technician / Administrative Services	As Per Hourly Rates Below
SCHEDULE OF HOURLY BILLING RATES	
Building Official	$170
Licensed Plan Review Engineer or Architect (structural, civil, electrical, mechanical, fire protection)	165
Engineering Plans Examiner	150
ICC Certified Plans Examiner	135
CASp Plans Examiner or Inspector	140
ICC Certified Inspector	95 – 125*
ICC Fire Plans Examiner	135
ICC Fire Inspector	125
Permit Technician	75
Permit Technician Trainee/ Building Department Support Staff	55

*Based on qualifications and experience

- **Shipping:** There is no charge for courier or shipping services for plan reviews conducted off site.
- **Overtime:** Inspection services and other hourly services provided within City offices in excess of eight hours per day, nights, and weekends will be charged at 140% of the billing rates indicated above.
- **Mileage Expenses**: Mileage utilized while performing inspection services will be charged at the current Internal Revenue Service (IRS) vehicle mileage rates plus 20%.
- **Minimum Daily Charge**: There will be a minimum 8-hour daily charge for all on-call plan review, inspection, permit technician and support services provided within City offices.

- **Cost Escalation:** On each anniversary of the contract start date, BPR will increase hourly rates based on the change of the non-seasonally adjusted CPI for the applicable region.
- **Hourly Rates:** All hourly rates include salaries, benefits, workers compensation insurance and miscellaneous office expenses.
- **Large or Specialty Projects:** BPR is willing to provide quotes and/or negotiate fees for services for large and/or specialty projects on a project-by-project basis.

AGREEMENT NO. A-9966
CONTRACT FOR SERVICES
BETWEEN THE CITY OF PALMDALE AND INTERWEST CONSULTING GROUP, INC.

This CONTRACT for services ("Contract" herein) is made and entered into by and between the City of Palmdale, a public body corporate and politic, (hereinafter called "CITY"), and INTERWEST CONSULTING GROUP, INC., a CORPORATION , (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS, CONTRACTOR represents that CONTRACTOR has the expertise and is qualified to perform the services described in this Contract.

NOW THEREFORE, CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1 City Project Manager

To provide the services required by this Contract, CONTRACTOR shall act under the authority and approval of Economic and Community Development Director/designee, who shall oversee this Contract, the work performed by CONTRACTOR, assist CONTRACTOR with any necessary information, audit billings, and approve payments. The CONTRACTOR shall channel all contacts and requests through the City project manager.

2 Description Of Work

2.1 CONTRACTOR shall provide the following services in a manner satisfactory to CITY:

The selected Consultant(s) shall provide plan check services, building inspections, Building Official and community development technician services as requested by the City. Such services shall include enforcement of the City's building laws and codes and all applicable California Codes; review of construction drawings to assure compliance with City and California adopted laws and codes; interfacing with permit applicants and community development staff; and conducting inspections. Specific projects may include residential, non-residential, and commercial projects, or any other project type as assigned. Any single job may require one or subsequent reviews of submitted plans. Type of proposed plan check work may include new construction, tract housing, ADU's, remodels, additions, green building, LEED construction, disabled access compliance, flood zone construction, and public nuisance abatement.

1. Plan ReviewConsultant, upon request of the City, shall review complex as well as common place commercial/industrial and residential projects for compliance with all applicable California Building Codes as amended by the City of Palmdale, including:

•Structural, architectural, mechanical, electrical, and plumbing;
•Green, energy, and accessibility;
•Provide engineering consultation services for non-engineer City plan check staff.Plan review letter comments shall be specific, detailed, complete, and reference plan sheet and plan check numbers and code sections where applicable. Consultant shall be responsible for the following tasks:
•Issuance of written corrections using the City's Accela/DigEPlan review software;
•Provide subsequent oral and written communications with project representatives as needed to provide code interpretations and obtain plan approvals;
•Complete initial plan reviews within 14 days of receiving the drawings.Subsequent reviews shall be completed within 8 days;
•Expedited plan review services completed within 5 days of receiving thedrawings. Subsequent review shall be completed within 4 days;
•Complete field inspections and reports within 14 days;
•Consultant, upon request of the City, shall attend any required meetings connected with the plan review or field inspection of City projects;
•Consultant, upon request of the City, shall provide transportation to and from the fieldinspection locations when required.
•Consultant, upon request of the City, shall attend meetings, including but not limited to Development Advisory Board (DAB) meetings, and preliminary submission meetings held for special projects.

When satisfied that the plans comply with the applicable City and State laws, Consultant shall approve plans, stamp the plans, and upload plans to the City's Accela platform for permit issuance. Once uploaded, the Consultant shall notify both the applicant and the City plan reviewers.

2. Building Inspection
Consultant, upon request of the City, shall:

•Provide building inspection services during the course of construction to enforce compliance with the conditions of approval, provisions of the City's building laws, and code requirements set forth on the approved plans for which a permit was issued. In the performance of such duties, the Consultant shall observe each project at the completion of the various stages of construction for compliance with the appropriateCity and State code.
•Specialty field inspections and reports by plan check staff are completed within 3 to 5 days of approved plans.
•Perform technical work in the Economic and Community Development Department's Building and Safety Division.
•Inspect residential, rental, and commercial/industrial structural building systems at various stages of construction, alteration, and repair to assure compliance with approved plans, specifications, codes, ordinances, rules, and regulations.
•Maintain a variety of inspection-related records and reports using the City of Palmdale permit software, Permits Plus, and/or Accela.
•In the event of a catastrophe or emergency, provide inspections to assist the Citywith building safety assessments and provide emergency plan check and inspectionservices.

3. Contract Community Development Technician
Consultant, upon request of the City:

•Calculate fees and issue building, T.I, residential combo, plumbing, mechanical, electrical, sewer, demolition, industrial waste, and combo commercial permits.
•Use permitting and plan check software to issue and route plans.
•Assist the public on the phone and in person regarding questions or processing permits and questions on local, state, and federal regulations on current City building codes, ordinances, documents, standards, and guidelines.

4. Building Official
Consultant, upon request of the City, shall:

• The Building Official assigned shall be subject to CALPERS reporting requirements.
•Serve as the designated authority charged with the administration and enforcement of local, state, and federal codes, ordinances, and regulations for all buildings and structures; administers the plan review and inspection process of building construction and alterations.
•Plan, direct, and coordinate the activities of the Building & Safety Division.
•Assist in the development and implementation of goals, objectives, policies, andpriorities.
•Direct and participate in the development, implementation, and modification of the plan checking and building inspection policies and procedures of the City.
•Monitor trends, legislation, and standard practices, and advise the Director of Economic and Community Development on appropriate Building and Safety codes, policies, procedures, and practices to adopt.
•Prepare and process updates to the Building Code and related codes needed.
•Provide any other services as may be necessary for the administration and enforcement of the California Building Code and related codes, and application provisions of thePalmdale Municipal Code.
•Assist with and implement new procedures and processes, such as the permit/plan review tracking system.
•Confer with developers, architects, engineers, and others regarding building codes and ordinance requirements.
•Direct and participate in the review and modification of all applicable codes, rules, and regulations.
•Coordinate building safety services, activities, and meetings with other divisions and departments of the City.
•Review engineered plans for residential, commercial, and industrial projects.
•Review and approve all projects prior to permit issuance.
•Appear before agencies, business and civic groups, and other organizations in the presentation and discussion of building and safety-related problems, proposals, projects, and policies.
•Serve as staff and provide recommendations to various City and citizen advisory committees, boards, and committees as assigned.
•Direct and participate in the presentation and administration of the department budget.

•Recommend the appointment of personnel; provide or coordinate staff training; conduct performance evaluations; implement discipline procedures as required; maintain discipline and high standards necessary for the efficient and professional operation of the department.
•Perform related duties as assigned.

5. Selection of WorkThe City may request the contracted Consultant(s) to provide quotes and/or negotiate prices on larger or specialty projects on a project-by-project basis. The City's intent is to solicit competitive quotes from contracted Consultant(s) with the lowest price quote for specific projects and services; however, multiple quotes may be requested from several contracted Consultant(s) for a single project and/or the same project and determination will be based on the Consultant's expertise in specific disciplines,availability of consultant's staff, specified hourly rate for specific projects, and other related qualifications as determined by the City Building Official and/or Plan Checker.There is no minimum guarantee of work. The consultant shall be required to provide all invoices for the previous month, no later than the 15th of every month following services rendered to ensure proper billing.

2.2 CONTRACTOR shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

2.3 CONTRACTOR shall not accept any change of scope, or change in contract provisions, to this Contract unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

2.4 CONTRACTOR shall maintain in current status all Federal, State, and local licenses and permits required for the operation of the business conducted by the CONTRACTOR as applicable to this contract.

2.5 All work supplied under this Contract shall be fully guaranteed by CONTRACTOR for the duration of the project. Any defects of design, workmanship, or materials that would result in non-compliance with the Contract specifications shall be fully corrected by CONTRACTOR (including parts and labor) without cost to CITY. The written warranty shall be included with the delivered products to the using Department.

2.6 CITY shall provide to CONTRACTOR, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

3 Contractor's Key Personnel

3.1 **Key Staff.** CITY reserves the right to review and approve CONTRACTOR'S staff including all subcontractors to be assigned to any project by CONTRACTOR during the term of this Contract.

This Contract has been awarded to CONTRACTOR based partially on the key personnel proposed to perform the services required herein. CONTRACTOR shall not change nor substitute any of these key staff for work on this Contract without prior written approval by CITY.

CONTRACTOR's Team and Key Personnel are as follows:

Devin Locke, Account Manager
David Kniff, Director of Building Department Services

This Services Contract has been awarded to CONTRACTOR based on its representation that those personnel and subcontractors submitted as part of its bid and listed above will perform the portions of the work listed above.

CONTRACTOR shall not deviate nor substitute any of these team members without prior written approval by CITY.

3.2 **Subcontractors.** During the performance of the Agreement, CONTRACTOR may engage such additional SUBCONTRACTORS as may be required for the timely completion of this Agreement. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Agreement rests with CONTRACTOR.

CONTRACTOR shall not enter into any Subcontract under this Contract for the performance of this Contract without the advance written approval of CITY. The subcontract shall incorporate by reference the terms and conditions of this Contract.

3.3 **Direct Responsibility.** All services required under this Contract shall be performed by CONTRACTOR, or under CONTRACTOR's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

3.3.1 CONTRACTOR shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

3.3.2 CONTRACTOR shall be responsible for payment of all CONTRACTOR's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

3.3.3 CONTRACTOR shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONTRACTOR's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

3.4 Standards of Performance. CONTRACTOR shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONTRACTOR shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY-furnished information.

4 Contract Term

The term of this Contract is TWO (2) YEARS, commencing on the effective date, with CITY reserving the option to extend the agreement for 3 additional terms of one year each.

5 Acceptance And Documentation

Each task shall be reviewed and approved by the Contract Project Manager to determine acceptable completion.

5.1 **Records**. The CONTRACTOR shall retain and shall contractually require each SUBCONTRACTOR to retain all data and other “records” relating to the acquisition and performance of the Contract for a period of five years after the completion of the Contract.

5.2 **Property of CITY.** All materials, including reports, computer programs and other deliverables, supplied or created under this Contract are the sole property of CITY. CONTRACTOR is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. CONTRACTOR shall not use or release these materials without the prior written consent of CITY.

5.3 **Products.** All equipment, materials, parts, and other components incorporated in the work or services performed pursuant to this Contract shall be new, or the latest model and of the most suitable grade for the purpose intended. All work shall be performed in a skilled and workmanlike manner.

6 Price

CITY shall pay to CONTRACTOR an amount not to exceed Seven Hundred and Fifty Thousand dollars ($750000) for the completion of all the work and services described in Section 2, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as follows:

See ATTACHMENT A, Exhibit J (Fee Schedule)

6.1 An application for payment form must be submitted to CITY which shall include the following: a clear, detailed invoice reflecting work being billed for, a summary sheet showing percentage of work completed to date, amount/percent billed to date and current status of all tasks within a project; any/all backup documentation supporting the above items. Work schedule updates must also be included with the payment requests.

6.2 CONTRACTOR shall maintain adequate records and shall permit inspection and audit by CITY of CONTRACTOR’s charges under this Contract. CONTRACTOR shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONTRACTOR for five (5) years following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONTRACTOR shall retain its records for the time required by such laws.

6.3 **Payment.** A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or completion of specified services and receipt of a correct invoice.

7 Taxes

7.1 CONTRACTOR shall pay all sales, consumer, use, and other similar taxes required to be paid by CONTRACTOR in accordance with state and local laws.

7.2 CONTRACTOR is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONTRACTOR or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

7.3 CONTRACTOR shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

7.4 When equipment, materials or supplies generally taxable to CONTRACTOR are eligible for a tax exemption due to the nature of the work, CONTRACTOR shall assist the City in applying for and obtaining such tax credits and exemptions, which shall be paid or credited to the City.

8 Patent Fees And Royalties

CONTRACTOR shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, program, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, program, product or device is specified in the contract documents for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONTRACTOR shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, program, product or device not specified in the contract documents, and shall defend all such claims in connection with any alleged infringement of such rights.

9 Indemnification

To the fullest extent permitted by law, CONTRACTOR and any subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter “Indemnified Parties”) for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONTRACTOR, or its subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any

person or entity indemnified hereunder. At their own expense, CONTRACTOR and, as applicable, any subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONTRACTOR shall ensure that the contract of any subcontractor working under this agreement contain an indemnity agreement, requiring the subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONTRACTOR shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

10 Insurance

10.1 CONTRACTOR, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed “A” or better in the Best’s Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 10.8, must be reviewed and accepted by the City Attorney**.

10.1.1 Workers’ Compensation and Employer’s Liability
Workers’ Compensation -- coverage as required by the State of California
Employer’s Liability
$1,000,000 each accident
$1,000,000.00 policy limit bodily injury
$1,000,000.00 each employee bodily injury by disease

10.1.2 Commercial General Liability
$2,000,000.00 limit on a per occurrence basis
$4,000,000.00 general aggregate limit

10.1.3 Commercial Automobile Liability
$2,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

10.1.4 Professional Liability (Errors & Omissions)*
- $2,000,000.00 per occurrence

10.1.5 Cyber Liability*
$2,000,000 limit on a per occurrence basis

10.2 All of CONTRACTOR’s policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty (30) calendar days prior to termination, cancellation, or reduction of coverage in the policy.

10.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificates shall state: “The City of Palmdale, Successor Agency to the Community Redevelopment Agency of the City of Palmdale, Housing Authority, Industrial Development Authority, Airport Authority, their officers, agents, employees and volunteers are named as additional insured”.

B. “Severability of Interest” Clause.

10.4 Promptly upon execution of this Contract, and prior to commencement of any work, CONTRACTOR shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONTRACTOR has the required coverage and showing the required named insured. Within five (5) days of written request from CITY, CONTRACTOR shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

10.5 The requirements as to the types and limits of insurance to be maintained by CONTRACTOR are not intended to and shall not in any manner limit or qualify CONTRACTOR’s liabilities and obligations under this Contract.

10.6 Any policy or policies of insurance that CONTRACTOR elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer’s right of subrogation against CITY.

10.7 All insurance coverage must be maintained throughout the duration of this Contract.

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverage, limits, deductibles and insured; and endorsements for all applicable coverage if agent has authority to issue it; or additional insured Form CG20100704 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

10.8.2 Binders of insurance for all coverage. Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements and a corresponding Certificate of Insurance listing all insurers and coverage must be submitted to the City Attorney.

10.8.3 *When professional (E&O) and/or cyber liability coverage is provided on a “claims made basis”, CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

10.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONTRACTOR fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

10.10 CONTRACTOR shall require any and all subcontractors working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONTRACTOR shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 10 will not be impacted and/or limited by such deviation.

11 Termination Without Cause

City reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONTRACTOR shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and subcontractors to cease such work. CONTRACTOR shall also surrender to CITY all finished or unfinished documents, processes, programs and other supplies and materials, which shall be City’s property. As compensation in full for services performed to the date of such termination, the CONTRACTOR shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

12 Termination For Cause

If CITY determines that CONTRACTOR has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, CITY shall give written notice to CONTRACTOR specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for CITY’s dissatisfaction and suggest corrective measures. If, after thirty days, CONTRACTOR has failed to implement appropriate corrective measures, CITY may elect to terminate this Contract in whole or in part.

12.1 In the event CITY terminates this Contract, in whole or in part, for cause, CITY may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

12.2 CONTRACTOR shall provide all finished or unfinished documents, data, studies, software, drawings, programs, processes, maps, photographs, reports, etc., prepared by CONTRACTOR within fifteen (15) working days after notice of termination. Upon such termination, CONTRACTOR shall be paid an amount equal to the value of the services provided and work performed as of the date of termination, taking into consideration the costs associated with hiring another CONTRACTOR to complete the services. In ascertaining the value of the work performed up to the date

of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses. The above is in addition to any other remedies available by law or equity to CITY.

12.3 If, after notice of termination of the Contract under the provisions of this Section 12, it is determined, for any reason, that CONTRACTOR was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 11.

13 Dispute Resolution

All claims, disputes, and other matters in question between CITY and CONTRACTOR arising out of or relating to this Contract or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

14 Ownership And Delivery Of Work Product

All documents, data, reports, studies, analyses, field notes, investigations, plans, specifications, software, programs, manuals, instructions, and other materials of any nature, whether complete or incomplete, that are prepared, developed, or produced by CONTRACTOR or Contractor's subcontractors in the performance of this Agreement (collectively, "Work Product") shall be the exclusive property of the CITY.

All Work Product shall be delivered to or left with the CITY upon completion, expiration, or termination of this Agreement. Upon request, CONTRACTOR shall provide the CITY with originals and reproducible and electronic copies of all Work Product. Electronic copies shall be provided in an unprotected format that allows the CITY to copy, reproduce, modify, and use the Work Product without restriction.

15 Ownership Of Intellectual Property

The Work Product and all intellectual property rights therein shall be deemed "works made for hire" under the United States Copyright Act (17 U.S.C. § 101 et seq.), and the CITY shall be deemed the author and exclusive owner thereof, in perpetuity and worldwide.

To the extent any Work Product does not qualify as a work made for hire, CONTRACTOR hereby irrevocably assigns, transfers, and conveys to the CITY all right, title, and interest in and to such Work Product, including all copyrights, trademarks, patents, and other proprietary rights. CONTRACTOR consents to the use of CONTRACTOR's name in conjunction with the sale, use, performance, and distribution of Work Product, for any purpose and in any medium.

CONTRACTOR agrees to execute any documents and take any actions reasonably requested by the CITY to confirm or perfect the CITY'S ownership of such rights.

CONTRACTOR waives any and all moral rights or similar rights under California Civil Code section 980 or any other applicable law to the extent permitted by law.

16 Delegation And Assignment

16.1 CONTRACTOR shall not delegate or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONTRACTOR from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONTRACTOR and shall not bind or purport to bind CITY and shall not release CONTRACTOR from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONTRACTOR under this Contract.

17 Non-Discrimination And Equal Employment Opportunity

17.1 In performance of this Contract, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status . Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

18 Financial Interest Certification

18.1 CONTRACTOR warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONTRACTOR’s firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 Conflict Of Interest

19.1 CONTRACTOR stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this

Contract or which would cause CONTRACTOR to be “financial interested” (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONTRACTOR shall not employ any City official or employee to perform any work required pursuant to this Contract.

19.3 To the extent required by the City Manager or his designee, CONTRACTOR shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 Compliance With Law

20.1 CONTRACTOR shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONTRACTOR uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONTRACTOR.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

20.3 If applicable, CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set forth in Exhibit “A” attached hereto and incorporated herein by reference, as well as the execution of a Worker’s Compensation Certificate attached hereto as Exhibit “B” and incorporated herein by reference.

21 Notification And Access Revocation

The CONTRACTOR shall notify the CITY in writing prior to or no later than twenty-four (24) hours after, the termination, expiration, suspension, reassignment, or removal of any Contractor Personnel with access to the Project or Owner Resources. For Contractor Personnel with Information Technology access, notification must be immediate, or the CITY may consider the CONTRACTOR to be in breach of contract. Notice shall include the individual’s name, role, effective date and time of termination or removal, and systems or resources accessed.

The CITY reserves the right, in its sole discretion, to immediately suspend or revoke access for any Contractor Personnel upon receipt of notice or upon CITY'S determination that such access is no longer required or appropriate.

22 Notices

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

23 Entire Agreement And Amendments

23.1 This Contract is the complete Agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

23.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONTRACTOR hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

23.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

24 Attorney's Fees

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Megan Taggart
Jul 16, 2026, 2:29 PM PDT

INTERWEST CONSULTING GROUP, INC.:

Matthew K Causley
Jul 16, 2026, 5:15 PM CDT

Matthew Causley
Chief Operating Officer

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway
Palmdale, CA 93550

ADDRESS FOR NOTICE:
INTERWEST CONSULTING GROUP, INC.
444 N Clevland Ave, Ste 444
Loveland, CO 80537

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST: If Corporation

DAVID Kniff
Jul 20, 2026, 11:25 AM PDT

Secretary

ATTEST:

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements

Record of Signing

For City of Palmdale
Name Megan Taggart
Title

Megan Taggart

Signed on Jul 16, 2026 2:29 PM PDT

Secured by Concord™
DocumentID: 033qghRdw9xDl0YYNcWkEQ
SigningID: 033qghRQO4lzEdYPhskATf
UTC Signing time: 2026-07-16 21:29:36 UTC
IP Address: 45.62.177.244
Email: mtaggart@cityofpalmdaleca.gov

For Interwest
Name Matthew Causley
Title Chief Operating Officer

Matthew K Causley

Signed on Jul 16, 2026 5:15 PM CDT

Secured by Concord™
DocumentID: 033qghRdw9xDl0YYNcWkEQ
SigningID: 033qhoqowpo0pbskOc7LdP
UTC Signing time: 2026-07-16 22:15:13 UTC
IP Address: 68.35.225.164
Email: matt@mtcinspectors.com

For DAVID Kniff
Name DAVID Kniff
Title dkniff@esgil.com

DAVID Kniff

Signed on Jul 20, 2026 11:25 AM PDT

Secured by Concord™
DocumentID: 033qghRdw9xDl0YYNcWkEQ
SigningID: 033stXcXgj2jykL7X3yuAf
UTC Signing time: 2026-07-20 18:25:38 UTC
IP Address: 174.204.64.194
Email: dkniff@esgil.com

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Signed with https://www.concord.app/

INTERWEST

A SAFEbuilt® COMPANY

CITY OF PALMDALE

RFP No. 26-001-6110 | As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services

March 26, 2026 | 2:00 PM PST

MAIN PROPOSAL CONTACT:
DEVIN LOCKE
Account Manager
949.889.5270
dlocke@interwestgrp.com

www.interwestgrp.com

RESPONDENT SIGNATURE / COVER PAGE

Exhibit B

RFP No. 26-001-6110 **Title: As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services**

1. **RESPONDENT**

Firm Name: Interwest Consulting Group, Inc.

Contact Name: Devin Locke

Principal Address: 9320 Chesapeake Dr., Suite 208, San Diego, CA 92123

Local Address: 9320 Chesapeake Dr., Suite 208, San Diego, CA 92123

Phone: 858.560.1468 Fax: 877.203.2704

Email: bids@interwestgrp.com

Structure: [ ] Sole Proprietor [ ] Partnership [x] Corporation [ ] Joint Venture

Tax ID No: 73-1630909 California Contractor License No: NA

Department of Industrial Relations (DIR) Registration No. 1000013298

Registration Date: 2025-07-01 Expiration Date: 2026-06-30

2. Proposed working relationship between Respondent and subcontractor (if applicable):
   NA

3. Prices:
   A. Prices shall be F.O.B. Destination or for the service rendered.
   B. Payment Terms: Net 45
   C. Proposers shall honor proposal prices for one hundred twenty (120) days or for the stated contract period whichever is longer.

4. All forms, certificates, and compliance requirements included in this RFQA are completed and duly submitted in the proposal response.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement, (4) I acknowledge that all documents submitted pursuant to this RFQA will become a matter of public record.

Printed Name: Matthew K. Causley Title: Chief Operations Officer

Signature: Date: March 12, 2026

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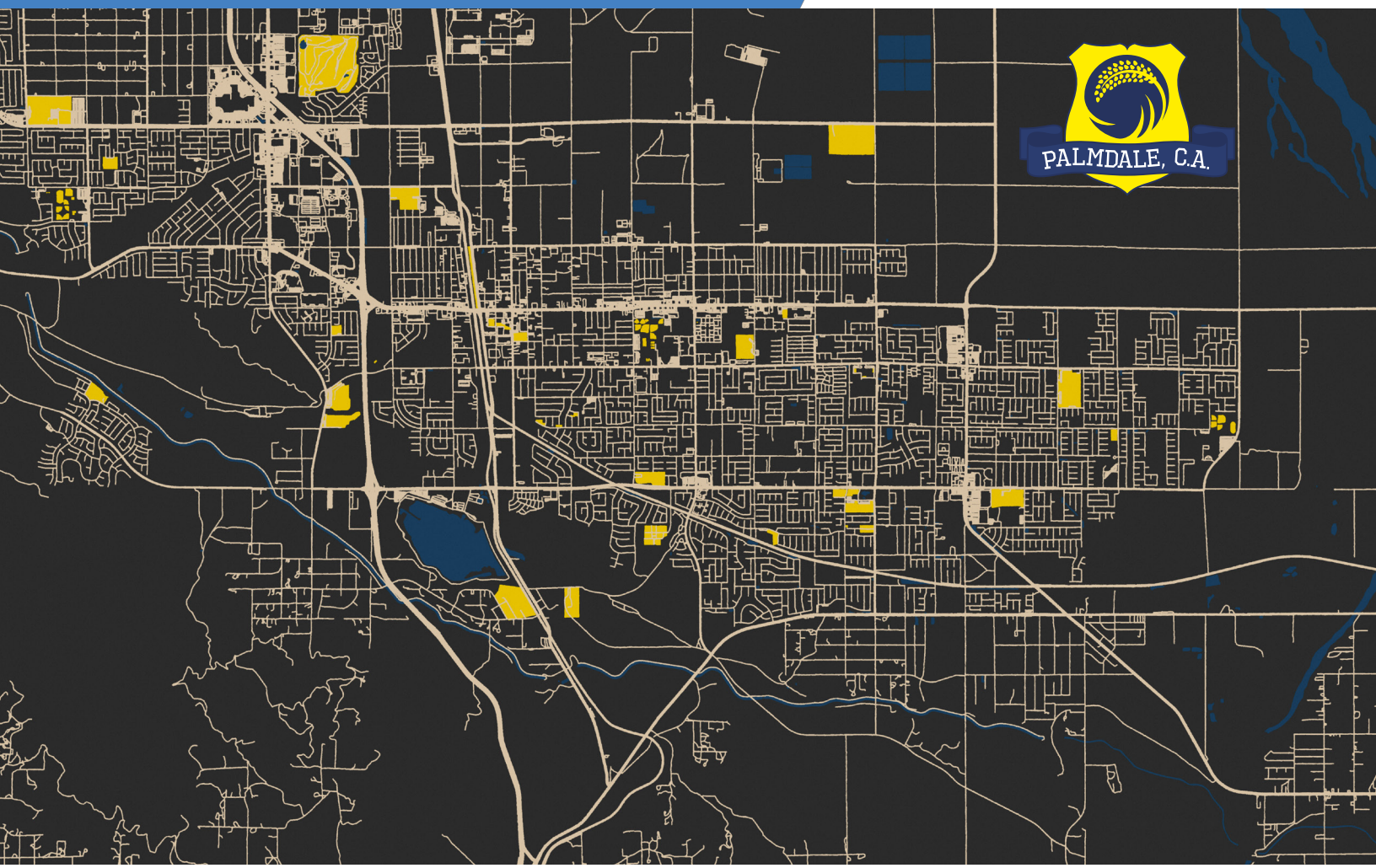
Letter of Transmittal

2



INTERWEST
A SAFEbuilt COMPANY

March 23, 2026

City of Palmdale
38250 Sierra Highway
Palmdale, California 93550

INTERWEST
A SAFEbuilt COMPANY

9320 Chesapeake Dr.
Suite 208
San Diego, CA 92123
P 858.560.1468
bids@interwestgrp.com

RE: RFP NO. 26-001-6110 As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services

Members of the Evaluation Committee:

Interwest Consulting Group, Inc. (Interwest) is pleased to submit this proposal to the City of Palmdale (City) for As-Needed Plan Check, Community Development Technician, Building Inspection, and Building Official Services. Interwest is eager to continue our partnership with the City to enhance the efficiency and effectiveness of its building department services that dates back to 2018. As a firm dedicated to providing collaborative service delivery, we are well-positioned to support the City in managing its building and development processes.

Interwest brings over 24 years of experience serving municipalities throughout the State of California. We currently provide similar services to area clients such as the cities of Lancaster, Santa Clarita, San Fernando, South Pasadena, Inglewood, and South Gate, to name a few. We provide transparent, documented processes with regular reporting, ensuring the City retains ownership and governance led by city policies. Our commitment to innovation and continuous improvement allows us to align and streamline processes, building on existing strengths within the City's current framework.

We are equipped to provide the City with scalable bench staffing, ensuring consistent service delivery even during peak periods or staff absences. Our focus on knowledge transfer and cross training City staff further strengthens the City's internal capabilities. Our commitment to partnership, combined with our extensive experience and qualified personnel, makes Interwest the ideal choice to support the City's building department needs.

We are excited about the opportunity to discuss our proposal in more detail and answer any questions the City may have. We look forward to our continued relationship working alongside the City to achieve its goals.

Devin Locke will serve as the **Client Success Manger and Primary Contact** for the City during the RFP process and thereafter. Devin will be responsible for ensuring increasing levels of client satisfaction throughout the life of the contract by performing periodic Client Health Checks, a service uniquely provided by Interwest. He can be reached at 949.889.5270 or dlocke@interwestgrp.com. **David Kniff, RA**, will serve as the **Principal-in-Charge**, overseeing the day-to-day operations of these services. He can be reached at 619.385.1307 or dkniff@interwestgrp.com.

Interwest is willing and able to provide all services described in the City's RFP without the assistance of subconsultants.

All forms, certificates, and compliance requirements included in this RFP are completed and duly submitted in the proposal response, in the order indicated on the provided Submittal Checklist. This proposal shall remain valid for a period of one hundred twenty (120) days from the date of submittal. Interwest acknowledges that all documents submitted pursuant to this RFP will become a matter of public record.

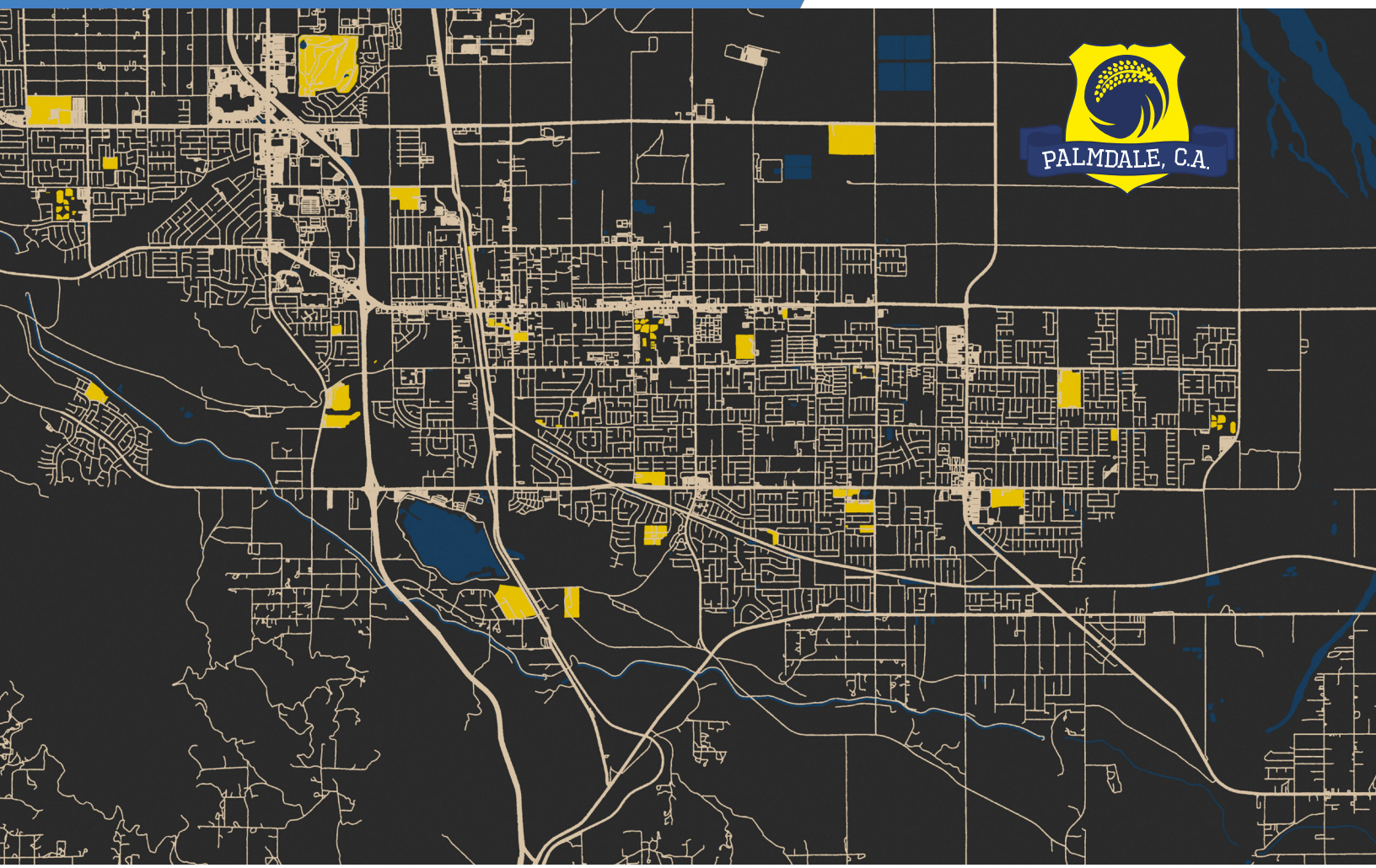
As Chief Operations Officer of Interwest, I am authorized to bind the firm contractually and sign any agreements that may result from this proposal. I can be reached at 786.650.4469 or via email at bids@interwestgrp.com.

Sincerely,

Matthew K. Causley, Chief Operations Officer
Interwest Consulting Group, a SAFEbuilt Company

Organizational Structure, Qualifications and Experience

3



INTERWEST
A SAFEbuilt COMPANY

3. Organizational Structure, Qualifications, and Experience

Firm Overview

Interwest Consulting Group (Interwest) has extensive experience and a proven track record of successfully providing civil engineering services, various development applications, and/or specific plans, and California Environmental Quality Act (CEQA) compliance to public agencies for 23 years. We currently serve more than 330 public agencies, providing planning, capital project design, public works services, construction, and inspection services.

In 2020, Interwest became a wholly owned subsidiary of SAFEbuilt, LLC. Interwest, combined with our subsidiaries, employs nearly 400 professional staff in California, supported by SAFEbuilt's larger resources of 1,500+ national employees. Our employees span a multitude of disciplines, roles, and job placements to municipalities within building safety and public works departments throughout California.

Providing municipal engineering services is at the core of our business. We have highly qualified staff and extensive resources throughout the state. The Interwest team is comprised of Engineers, Building Inspectors, Plan Examiners, Planners, Urban Designers, Grant Writers, licensed Architects, and other professionals specializing in providing community development services to local government agencies.

Our staff has held senior and executive management positions within numerous California cities and public agencies, including the titles of Building Official, City Engineer, Public Works Director, Construction Manager, City Planner, and other management personnel. This depth of experience brings a high level of knowledge and sensitivity towards community and special interest group issues. We value the importance of a focus that represents the interests of our public agency clients and reflects positively on the citizens they serve.

We furnish both technical excellence and a thorough understanding of the regulatory process to assist our clients through the sometimes-daunting complexities associated with the delivery of projects, implementation of important public programs, and adoption of significant public policy.

INTERWEST
A SAFEbuilt COMPANY

LEGAL NAME

Interwest Consulting Group, Inc.

BUSINESS STRUCTURE

Colorado Corporation

YEAR FOUNDED

2002

FIRM CAPACITY

Nearly 400 CA Employees

OFFICE LOCATIONS:

CA Offices:
Elk Grove | Fremont
Fresno
San Diego | San Jacinto

PROJECT OFFICE:

9320 Chesapeake Drive,
Suite 208
San Diego, CA 92123

FULL SERVICE OFFERING:

Building Safety
Capital Projects
City Engineering
Construction Management
Development Services
Grant Writing & Administration
Land Development Design
Planning & Urban Design
Right of Way & Real Estate
Traffic Engineering
Transportation Planning
Transportation Programming

Office Locations

SOUTHERN CALIFORNIA
9320 Chesapeake Drive, Suite 208
San Diego, CA 92123
858.560.1468 Phone

1221 .S. San Jacinto Avenue
San Jacinto, CA 92583
951.654.3592 Phone

CENTRAL CALIFORNIA
1171 West Shaw Ave., Suite 102
Fresno, CA 93711
559.448.9839 Phone

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

39355 California Street, Suite 200
Fremont, CA 94538
510.796.3003 Phone

All Interwest office locations serve as a base of operations for clients in the areas of Building Safety, Capital Projects, City Engineering, Construction Management, Development Services, Grant Writing & Administration, Land Development Design, Planning & Urban Design, Right of Way & Real Estate, Traffic Engineering, Transportation Planning, and/or Transportation Programming, depending on the need of the individual client.

Organizational Structure

The Riverside Company of Cleveland, Ohio fully owns SAFEbuilt, LLC, and its family of companies. SAFEbuilt, LLC is headquartered in Loveland, Colorado. Since 2014, SAFEbuilt has acquired 17 companies across the country, bringing our current footprint to 41 states plus the District of Columbia.

The SAFEbuilt Family of Brands

Interwest Consulting Group has had no ownership changes over the past five years.

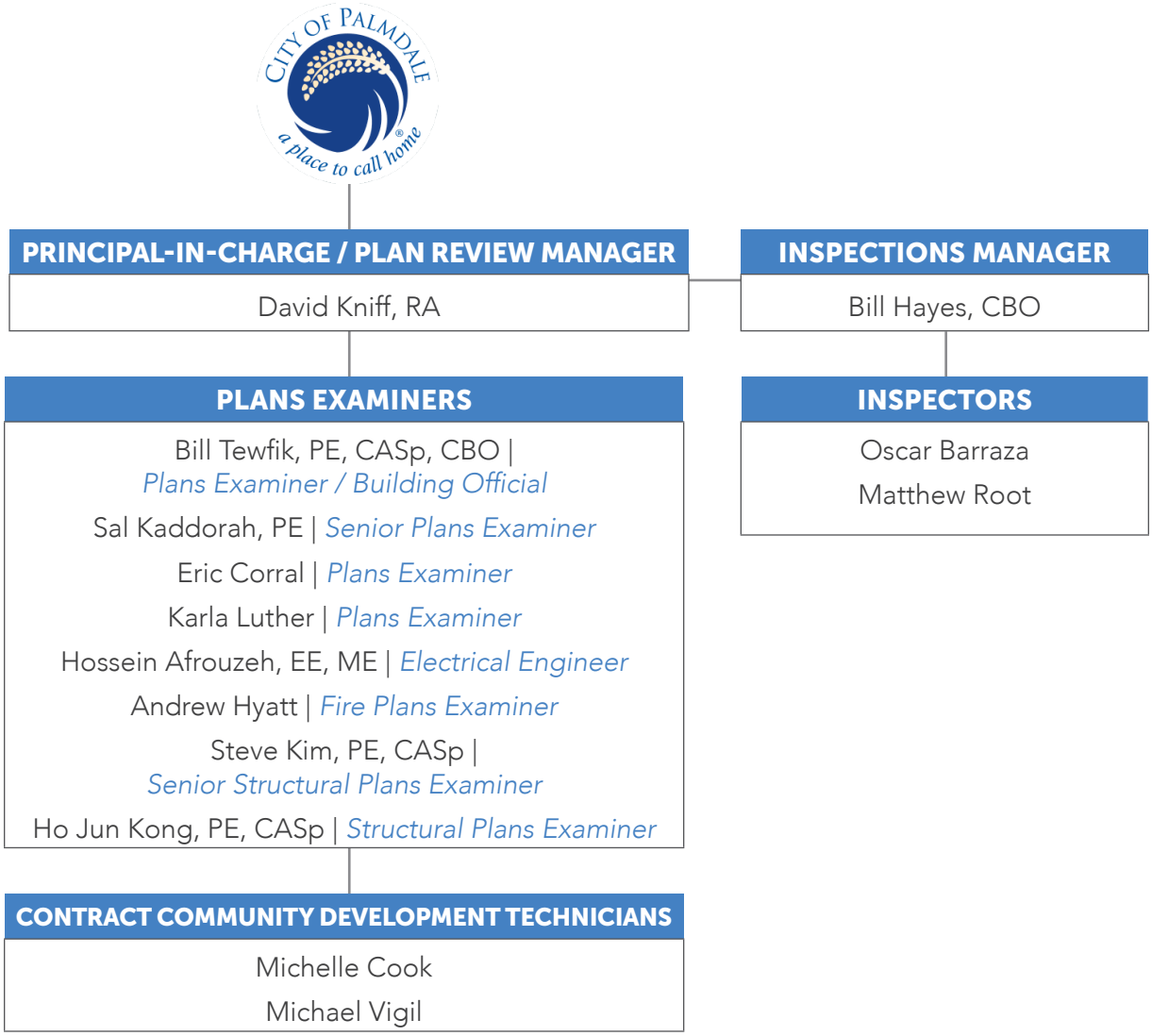
Why Interwest?

Interwest brings a comprehensive understanding of the challenges and needs of municipal governments, enriched by the fact that many of our team members have held senior and executive management roles in California cities. This wealth of experience is pivotal, especially when serving as the "owner" for local agencies, demanding a heightened sensitivity to community and special interest group issues. Our professional staff is dedicated to prioritizing the representation of our public agency clients' interests in a manner that positively reflects on the cities we serve. Moreover, Interwest can provide the City with access to our National Plan Review Program, granting immediate availability to multi-disciplinary plans examiners who are prepared to offer support whenever needed.

Our team has a proven track record of collaborative work and effective communication with City staff, aligning our efforts with common goals. We are dedicated to close coordination with City staff, ensuring the establishment of clear deadlines and the rigorous fulfillment of expectations.

Our commitment to client satisfaction is evidenced by our Net Promoter Scores (NPS), consistently placing Interwest in the "excellent" category. Interwest utilizes client surveys, employing the NPS metric to gauge client satisfaction and measure their willingness to recommend our company to others. NPS is widely recognized as one of the most effective tools for predicting long-term customer satisfaction.

Organizational Chart



Key Personnel Qualifications

Name | Title	Qualifications
PLANS EXAMINERS	
David Kniff, RA *Project Manager*	• 45 Years of Experience • CA Registered Architect #C-19040 • CA General Building Contractor, Class B License #707752 • ICC W12 National Building Contractor
Bill Hayes, CBO *Inspections Manager*	• 21 Years of Experience • International Code Council (ICC) #8230972 ✓ Building Inspector ✓ Certified Building Inspector ✓ Commercial Building Inspector ✓ Property Maintenance and Housing Inspector ✓ Residential Building Inspector ✓ Residential Mechanical Inspector ✓ Residential Plumbing Inspector
Bill Tewfik, PE, CASp, CBO *Plans Examiner/Building Official*	• 45 Years of Experience • International Code Council (ICC) #863979 ✓ Building Codes Specialist ✓ Building Inspector ✓ Building Plans Examiner ✓ Certified Building Official • CA Civil Engineer #50505 • CA Certified Access Specialist, CASp #367 • BS, Civil Engineering, Alexandria University, Egypt
Hossein Afrouzeh, PE *Electrical Engineer*	• 52 Years of Experience • CA Electrical Engineer #11588 • CA Mechanical Engineer #27117 • MS, Engineering Science and Management, Polytechnic State University • BS, Electrical Engineering, Tehran Poly Technique/Amir Kabir University
Sal Kaddorah, PE *Senior Plans Examiner*	• 40 Years of Experience • International Code Council (ICC) #861125 ✓ Building Plans Examiner • CA Civil Engineer #43757 • MS, Civil Engineering, Specialization in Structural Engineering Design, California State University, Sacramento, CA • BS, Civil Engineering, California State University, Sacramento, CA
Eric Corral *Plans Examiner*	• 28 Years of Experience • International Code Council (ICC) #5323151 ✓ Building Inspector ✓ Building Plans Examiner ✓ California Commercial Building Inspector ✓ California Residential Building Inspector ✓ Commercial Building Inspector ✓ Residential Building Inspector • MA, Human Resources Management, Specialization in Organizational Leadership, University of La Verne • BS, Public Administration, UC Irvine • Project Management Certificate, UC Irvine

Name | Title	Qualifications
Karla Luther *Plans Reviewer*	• 22 Years of Experience • International Code Council (ICC) #5102152 ✓ Building Plans Examiner ✓ Fire Plans Examiner • Doctor of Theology, Practical Christianity Institute of Evangelism, Hamlet, CA • AS, Applied Science, West Virginia State College
Andrew Hyatt *Fire Plans Examiner*	• 24 Years of Experience • International Code Council (ICC) #8415675 ✓ Fire Plans Examiner ✓ Fire Inspector I & II • BS, Cardiovascular Science, Ohio State University • AS, Fire Technology, Cabrillo Community College
Steve Kim, PE, CASp *Senior Plan Check Engineer*	• 11 Years of Experience • International Code Council (ICC) #8887591 ✓ Building Plans Examiner • CA Civil Engineer #88484 • CA Certified Access Specialist, CASp #982 • MS, Civil Engineering (Structural Emphasis), University of Southern California • BS, Civil Engineering, California State Polytechnic University, Pomona, CA
Ho Jun Kong, ICC, PE, CASp *Structural Plans Examiner*	• 17 Years of Experience • International Code Council (ICC) #8255163 ✓ Building Plans Examiner • CA Civil Engineer #79527 • CA Certified Access Specialist, CASp #863 • MS, Civil and Environmental Engineering (Structural Engineering), University of Illinois at Urbana-Champaign • BS, Architectural Engineering, Sungkyunkwan University
Michelle Cook *Contract Community Development Technician*	• 5 Years of Experience as a Permit Technician • 13 Years of Professional Experience
Michael Vigil *Contract Community Development Technician*	• 5 Years of Experience as a Permit Technician • 30 Years of Professional Experience

Name | Title	Qualifications
INSPECTORS	
Oscar Barraza *Building Inspector*	• 28 Years of Experience • International Code Council (ICC) #5173156 ✓ Building Inspector ✓ California Commercial Building Inspector ✓ California Residential Building Inspector ✓ California Residential Electrical Inspector ✓ California Residential Plumbing Inspector ✓ Residential Electrical Inspector ✓ Residential Plumbing Inspector • Architecture & Drafting Studies, Los Angeles Pierce College • Code Enforcement Modules 1 & 3, Rio Hondo College
Matthew Root *Building Inspector*	• 33 Years of Experience • International Code Council (ICC) #8054921 ✓ Building Inspector • State of California Contractor's License #763363 • BS, Business Administration, California State University, Fullerton • AA, General Studies, Santa Ana College

"Professional staff, responsive to requests, positive feedback from the community."

Amy Stonich, AICP, Assistant Director of Community Development
City of Lake Forest, CA

"[Interwest has] timely, out of the box thinking. No cookie cutter approach. Presents well to Council and inspires confidence."

Doug Willmore, City Manager (retired)
City of Rancho Palos Verdes, CA

"[Interwest provides] a timely response to request for service. [They have] a team approach with high quality and experienced staff."

Gary Nordquist, City Manager
City of Wildomar, CA

Building Services Team Certifications Matrix

	Hossein Afrouzeh	Oscar Barraza	Eric Corral	Bill Hayes	Andrew Hyatt	Sal Kaddorah	Steve Kim	David Kniff	Ho Jun Kong	Karla Luther	Matthew Root	Bill Tewfik
International Code Council (ICC)												
Building Code Specialist												✓
Building Inspector		✓	✓	✓							✓	✓
Building Plans Examiner			✓			✓	✓		✓	✓		
Certified Building Official				✓								✓
Commercial Building Inspector			✓	✓								
Fire Inspector I					✓							
Fire Inspector II					✓							
Fire Plans Examiner					✓					✓		
Permit Technician												
Property Maintenance and Housing Inspector				✓								
Residential Building Inspector			✓	✓								
Residential Electrical Inspector		✓										
Residential Mechanical Inspector				✓								
Residential Plumbing Inspector		✓		✓								
State of California												
California Building Plans Examiner												
California Certified Access Specialist							✓		✓			✓
California Commercial Building Inspector		✓	✓									
California Licensed Civil Engineer						✓	✓		✓			✓
California Licensed Contractor											✓	
California Licensed Electrical Engineer	✓											
California Licensed Mechanical Engineer	✓											
California Registered Architect								✓				
California Residential Building Inspector		✓	✓									
California Residential Electrical Inspector		✓										
California Residential Plumbing Inspector		✓										

Financial Condition

Interwest is in good financial condition, and there are NO conditions, including, bankruptcy, pending litigation, planned office closures, or impending mergers, that may impede the respondent to provide services. Interwest is backed by a private equity—The Riverside Company—headquartered in Cleveland, Ohio, giving us a robust annual budget.

Each year, RSM US LLP auditors provide an objective independent examination of SAFEbuilt's financials, increasing the value and credibility of our financial statements. Since SAFEbuilt is privately held, the specifics of our annual financial statements and quarterly reports are both confidential and a trade secret. For that reason, we have not included audited financial statements (Balance Sheet, Income Statement, Cash Flow Statement).

We welcome any requests for in-person or virtual conferences with our Chief Financial Officer and/or Vice President of Finance to discuss the financial strength of the company. During the meeting, we are happy to share three years of audited financials, including the auditor's letter of opinion, auditor's notes, balance sheet, statement of income/loss, as well as our most recent Quarterly Financial Report.

To help demonstrate that we are financially sound, two bank references have been provided below.

Bank References

Brock Wilbor, Senior Vice President of Truist Bank
5350 Town Center Road, Suite 200
Boca Raton, FL 33486
Phone: 561.362.3554 | 954.849.8098

Rick Singleton, MidCap Financial Services
7255 Woodmont Ave., Suite 300
Bethesda, MD 20814
Phone: 240.383.1594

Experience Performing Similar Work

The Interwest Team has significant experience providing the services required in the City's Scope of Work. Below is a list of municipalities and government entities for whom Interwest Team members have provided similar services.

CLIENT	SERVICES PROVIDED	KEY PERSONNEL
Agua Caliente Band of Cahuilla Indians	Fire Plan Review, MEP Plan Review, Building Inspection	Andrew Hyatt, Hossein Afrouzeh, Oscar Barraza
Atascadero, CA, City of	Fire Plan Review	Andrew Hyatt
Bakersfield, CA, City of	Fire Plan Review	Andrew Hyatt
California Construction Authority	Building Inspection	Oscar Barraza
Cameron Park CA Fire Department	Fire Plan Review	Andrew Hyatt
Central Fire District of Santa Cruz CA	Fire Plan Review	Andrew Hyatt
Corcoran, CA, City of	Fire Plan Review	Andrew Hyatt
Coronado, CA, City of	Fire Plan Review	Andrew Hyatt
Costa Mesa, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Davis, CA, City of	Fire Plan Review	Andrew Hyatt
Dinuba, CA, City of	Fire Plan Review	Andrew Hyatt
East County JPA CA	Fire Plan Review	Andrew Hyatt
El Dorado County CA Fire Protection District	Fire Plan Review	Andrew Hyatt
El Dorado Hills CA Fire Department	Fire Plan Review	Andrew Hyatt
Encinitas, CA, City of	Plan Review	Andrew Hyatt
Central Fire District of Santa Cruz County, CA	Fire Plan Review	Andrew Hyatt
Folsom, CA, City of	Fire Plan Review	Andrew Hyatt
Kings, CA, City of	Fire Plan Review	Andrew Hyatt
La Quinta, CA, City of	Structural Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Hossein Afrouzeh, Sal Kaddorah
Lake Forest, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Lemoore, CA, City of	Fire Plan Review	Andrew Hyatt
Los Gatos, CA, Town of	MEP Plan Review	Hossein Afrouzeh

CLIENT	SERVICES PROVIDED	KEY PERSONNEL
Mammoth Lakes, CA, Town of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Manteca, CA Fire Department	Fire Plan Review	Andrew Hyatt
Merced, CA, County of	Fire Plan Review	Andrew Hyatt
Menlo Park, CA, City of	MEP Plan Review	Hossein Afrouzeh
Murrietta, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Napa, CA, County of	Fire Plan Review	Andrew Hyatt
National City, CA, City of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh
National City, CA Fire Department	Fire Plan Review	Andrew Hyatt
Orange, CA, County of	Structural Plan Review	Steve Kim
Palm Desert, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Palmdale, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Palo Alto, CA, City of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh
Pismo Beach, CA, City of	Building Inspection	Daniel Taylor
Pomona, CA, City of	Building Inspection	Oscar Barraza
Portola Valley, Town of	MEP Plan Review	Hossein Afrouzeh
Poway, CA, City of	Fire Plan Review	Andrew Hyatt
Rancho Cucamonga, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Reedley, CA, City of	Fire Plan Review, MEP Plan Review, Building Inspection	Andrew Hyatt, Hossein Afrouzeh, Oscar Barraza
Roseville, CA, City of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh
Roseville, CA, City of - Administrative Office of the Court	MEP Plan Review, Structural Plan Review	Hossein Afrouzeh, Sal Kaddorah
San Fernando, CA, City of	Structural Plan Review, MEP Plan Review, Building Inspection	Steve Kim, Hossein Afrouzeh, Sal Kaddorah, Oscar Barraza

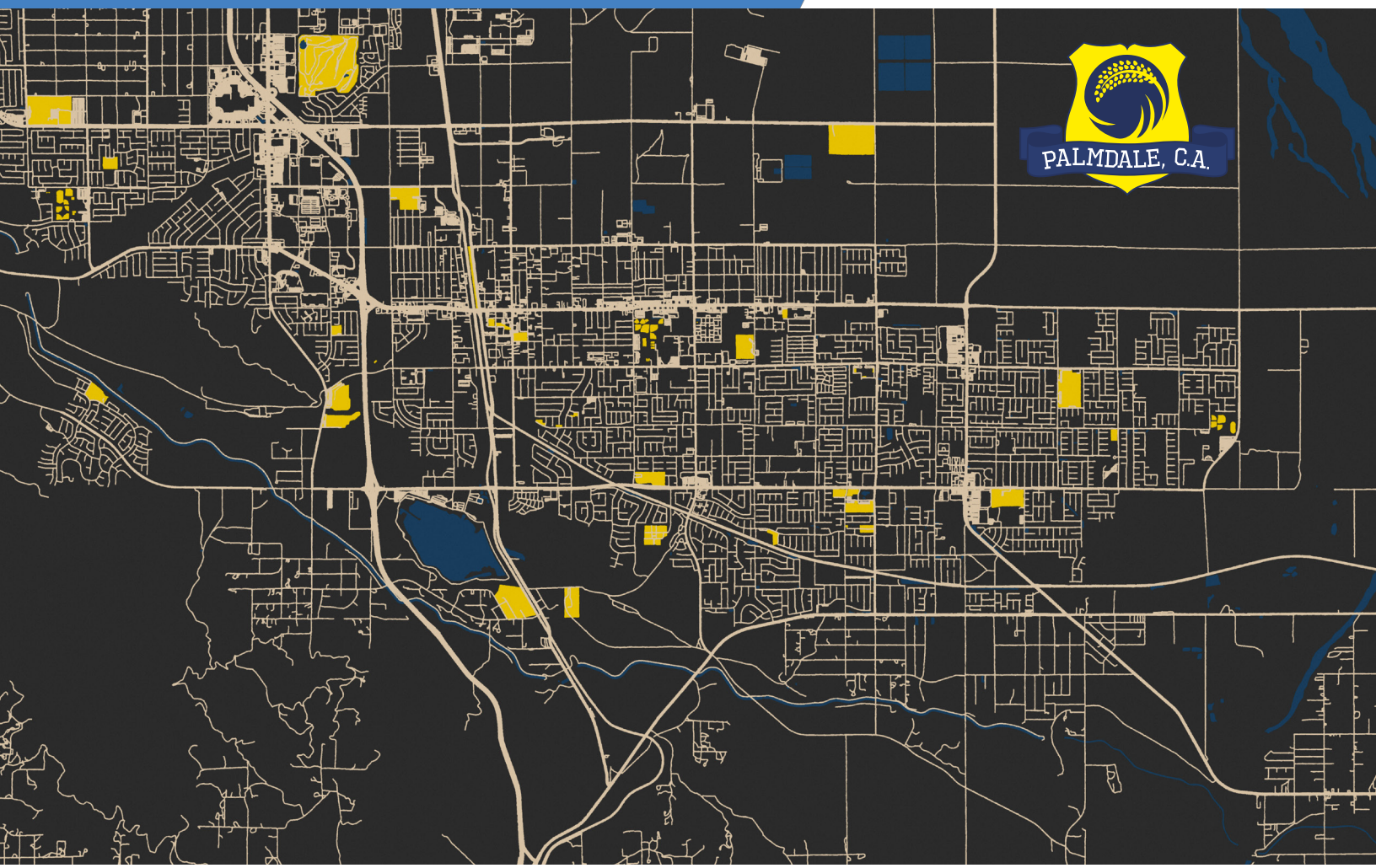
CLIENT	SERVICES PROVIDED	KEY PERSONNEL
San Joaquin County Office of Education	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh
Santa Clara, CA, City of	Fire Plan Review	Andrew Hyatt
Santa Ynez Band of Chumash Indians	Fire Plan Review, Building Inspection	Andrew Hyatt, Oscar Barraza
Santee, CA, City of	Fire Plan Review	Andrew Hyatt
Signal Hill, CA, City of	MEP Plan Review	Hossein Afrouzeh
Solana Beach, CA, City of	Fire Plan Review, Building Inspection	Andrew Hyatt, Oscar Barraza
South Placer CA Fire Department	Fire Plan Review	Andrew Hyatt
South Joaquin County Fire Authority, CA	Fire Plan Review	Andrew Hyatt
St. Helena, CA, City of	Fire Plan Review	Andrew Hyatt
Tustin, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Ukiah, CA, City of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh
Vernon, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review, Building Inspection	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah, Oscar Barraza
Visalia, CA, City of	Fire Plan Review	Andrew Hyatt
Wasco, CA, City of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Sal Kaddorah
Wildomar, CA, City of	Structural Plan Review, Life Safety Plan Review, MEP Plan Review, Structural Plan Review	Steve Kim, Bill Tewfik, Hossein Afrouzeh, Sal Kaddorah
Windsor, CA, Town of	MEP Plan Review	Hossein Afrouzeh
Woodlake, CA, City of	Fire Plan Review	Andrew Hyatt
Woodland, CA, City of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh
Yuba, CA, County of	Fire Plan Review, MEP Plan Review	Andrew Hyatt, Hossein Afrouzeh

"Plan reviews are completed on a timely basis and corrections letters are precise and easy to follow."

Robert Gray, Chief Building Official, Town of Los Gatos

Proposed Staffing and Management Plan

4



INTERWEST
A SAFEbuilt COMPANY

4. Proposed Staffing and Management Plan

Key Personnel

Interwest's key personnel will be available to perform the proposed services for the duration of the contract, on-site when requested by the City. None of our key staff will be removed or replaced without the prior written concurrence of the City. In addition, the City reserves the right to direct Interwest to remove any individual, including key personnel, assigned to the resultant agreement.

Ability to Respond

Interwest strives to balance project objectives with budget and schedule constraints to ensure responsible, timely, and cost-effective delivery while maintaining the highest standards of quality. As a multidisciplinary, full-service firm, Interwest provides Palmdale with a single coordinated team offering as-needed plan check, community development technician, building inspection, and building official services—supported by our ability to respond to staffing needs within 24 hours during normal business days with a single, coordinated team ready to meet the City's needs.

As indicated in the biographies below, all of our key personnel have ample availability to the City.

619.385.1307

dkniff@interwestgrp.com

DAVID KNIFF, RA | Principal-in-Charge

Years of Experience: 45 | **Years with Interwest**: 7

David has 45 years of practical experience as the Principal Architect of his own firm and as a General Contractor. He is an effective problem solver and can easily articulate solutions and complex problems. David has a deep understanding of current local, state and federal codes, and has prepared plans under IBC and CBC codes for many residential and commercial projects located in California and Texas.

951.322.4272

apeterson@interwestgrp.com

BILL HAYES, CBO | Inspections Manager / Building Official

Years of Experience: 21 | **Years with Interwest**: 5

Bill Hayes is a seasoned building official with nearly two decades of leadership experience in public agency and consulting roles, overseeing building departments, code enforcement, and multi-disciplinary inspection programs for residential, commercial, and municipal projects across California and Illinois. He has directed regional operations, served as building official and commissioner, and managed teams in both permanent and contract capacities, delivering efficient permitting, plan review, and compliance services to diverse jurisdictions. Known for his strategic oversight and collaborative style, he partners with stakeholders to implement practical code solutions that prioritize safety, efficiency, and community needs.

949.889.5270

dlocke@interwestgrp.com

DEVIN LOCKE | Client Success Manager

Years of Experience: 24 | **Years with Interwest**: 2

Devin will act as the Client Success Manager and main contact to the City. Devin will serve as an intermediary between Interwest and the City to meet the City's needs for information, support, and assistance. In turn, he helps Interwest to better understand the City's needs, expectations, and difficulties. Devin will be available to discuss solutions for any potential add-on work the City might need. Devin also performs random quality evaluations of our staff throughout the year.

BT

BILL TEWFIK, PE, CASP, CBO | Plans Examiner / Building Official

Years of Experience: 45 | **Years with Interwest**: 9

Bill is a California State licensed engineer, CASp professional, and ICC-Certified Building Official with 45 years of industry experience, including 23 years serving the City of Garden Grove's Building Division. Bill has extensive experience serving municipalities and providing engineering plan review services. In addition to plan review services he has provided for the City of Palmdale, Bill has provided similar services for the municipalities of Costa Mesa, El Monte, Inglewood, Murrieta, Pomona, Signal Hill, Tustin, and Vernon.

SAL KADDORAH, PE | Senior Plans Examiner

Years of Experience: 40 | **Years with Interwest**: 11

Sal is a registered engineer with 40 years of industry and municipal experience, serving major metropolitan governmental agencies throughout Southern California. He spent 18 years serving the Southern California City of Manhattan Beach, beginning as a Senior Plan Check Engineer, eventually becoming the City's Building Official, and filling in as the City's Director of Community Development as-needed. This experience allows him to problem solve and work effectively to the satisfaction of existing City staff, the development community, and the public. Over his career, Sal has cultivated expertise and a proven track record of providing City clientele with thorough and accurate reviews on a multitude of project scopes and scales. Sal continues to stay current and well-informed about the latest techniques and technologies to ensure client satisfaction and effective communication.

ERIC CORRAL | Plans Examiner

Years of Experience: 29 | **Years with Interwest**: 4

Eric is an experienced Plans Examiner with ICC certifications in Building Inspection, Building Plans Examiner, California Commercial Building Inspector, California Residential Building Inspector, Commercial Building Inspector, and Residential Building Inspector. In addition to providing Plan Checking services to the City of Palmdale, Eric has provided similar services for the municipalities of El Monte, La Quinta, San Fernando, and Wildomar.

KL

KARLA LUTHER | Plans Examiner

Years of Experience: 25 | **Years with Interwest**: 4

Karla has significant experience as a Plans Examiner, having worked as a Senior Plan Checker with the City of Victorville and as a Plans Examiner with the City of San Bernardino. Karla has worked as a Plans Examiner with Interwest for the past four years, providing services to the municipalities of Vernon, Palm Desert, El Monte, Rancho Cucamonga, and Wildomar, to name a few. Karla is an ICC-Certified Building Plans Examiner and Fire Plans Examiner.

HA

HOSSEIN AFROUZEH, EE, ME | Electrical Engineer

Years of Experience: 53 | **Years with Interwest**: 11

Hossein is a licensed electrical and mechanical engineer with over 10 years of construction experience and over 40 years of design, construction management support experience, and plan review engineering. He is a well-rounded project leader with strong interpersonal and communication skills with ability to lead a design team of electrical, mechanical, and plumbing engineers to adhere to the client and code requirements. He is familiar with the preparation of contract documents for mid-rise multi-residential, commercial, industrial, and educational buildings, and he has been responsible for the electrical system design for many projects from inception to completion including construction administration and commissioning of medium voltage power distribution systems, substations, lighting and power, fire alarm, and security systems.

ANDREW HYATT | Fire Plans Examiner

Years of Experience: 24 | **Years with Interwest**: 4

Andrew is a dedicated, highly self-motivated professional and natural leader with experience in; fire code, plan review, inspections, and proper handling of hazardous materials. He is qualified with over 20 years of extensive experience in fire prevention, with specialized knowledge of current fire safety laws, codes, and ordinances. Andrew has provided fire plan checking services for more than 40 municipalities and organizations while with Interwest.

SK

STEVE KIM, PE, CASp | Senior Structural Plans Examiner

Years of Experience: 12 | **Years with Interwest**: 4

Steve is a Senior Plan Check Engineer with over a decade of experience in his career field. He has served as the primary design engineer on several commercial projects and provided structural analysis and design services to other California municipalities. He holds CASp certification, is both a licensed California Civil and Structural Engineer, and is an ICC-certified Building Plans Examiner.

HO JUN KONG, PE, CASp | Structual Plans Examiner

Years of Experience: 18 | **Years with Interwest**: 3

Ho Jun is a structural engineering associate who is knowledgeable in architectural, fire / life / safety, accessibility, structural analysis and design codes. He is ICC-certified, well-educated, and experienced in many projects pertaining to his career field. He has provided plan check services in different disciplines for the municipalities of Santa Barbara, Vernon, Costa Mesa, Inglewood, and Wildomar, among others.

MC

MICHELLE COOK | Contract Community Development Technician

Years of Experience: 13 | **Years with Interwest**: 10

Michelle has five years of experience as a Permit Technician, and 13 years of experience as an Administrative Assistant. Before working the last five years for Interwest, Michelle worked for the City of Perris as an Administrative Assistant.

MV

MICHAEL VIGIL | Contract Community Development Technician

Years of Experience: 30 | **Years with Interwest**: 5

Michael has five years of experience as an ICC-Certified Permit Technician, and 30 years of general work experience. Michael currently provides on-call Permit Technician services for the City of Lake Forest, CA.

OSCAR BARRAZA | Inspector

Years of Experience: 28 | **Years with Interwest**: 14

Oscar is a bilingual seasoned Building Inspector with over 20 years of experience, including 13+ years at Interwest delivering plan reviews and inspections for California cities such as San Fernando, Pomona, and Reedley. He previously held the role of Code Enforcement Manager for the City of Palmdale. He possesses ICC certifications in California Commercial/ Residential Building, Residential Electrical/Plumbing Inspection, and education from Los Angeles Pierce College (Architecture & Drafting) and Rio Hondo College (Code Enforcement). He excels in residential remodels, ADUs, commercial upgrades, OpenGov permitting, and customer-focused code compliance.

MR

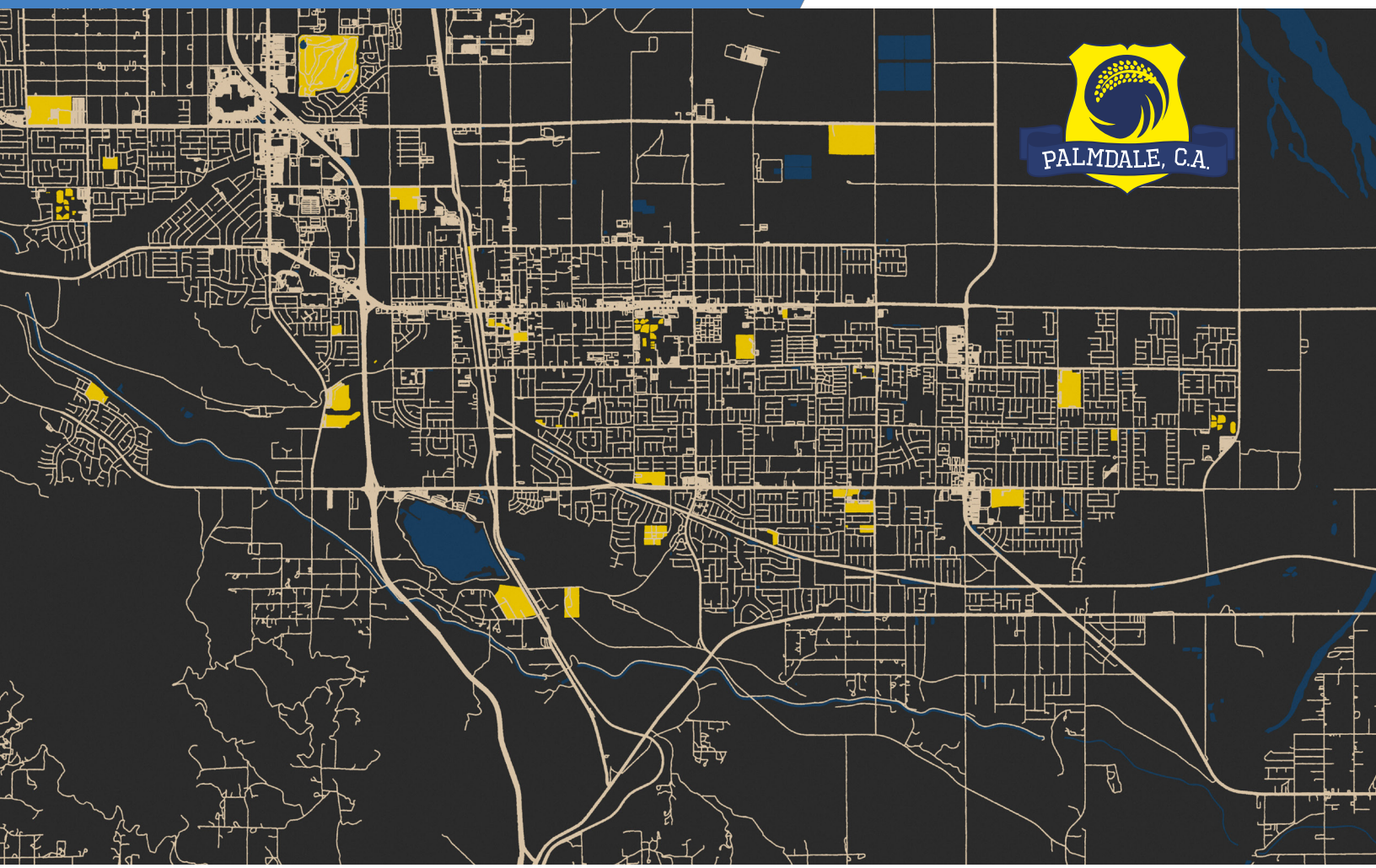
MATTHEW ROOT | Inspector

Years of Experience: 33 | **Years with Interwest**: 4

Matthew has 33 years of experience in the construction industry and has nine years of experience as a building inspector. He is ICC-certified in Building Inspection and possesses a California Contractor's License. He has completed inspections for the California Construction Authority, the City of Riverside, and the City of Wildomar.

Technical Proposal

5



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5. Technical Proposal

Scope of Services Understanding

Interwest has the expertise and capacity to assist the City with meeting its goals and providing assistance as requested in the RFP. Interwest has the expertise and capacity to assist with:

- Plan review on a variety of building plans in accordance with applicable building codes, including the California Building Standards Code, inclusive, structural calculations, California Energy Code reports, accessibility, and fire/life safety standards on a variety of plans, including commercial and residential development, as well as public facilities.
- Preliminary review of discretionary applications (Conditional Use Permits) for significant building code issues in coordination with the Planning Division.
- Assistance with improving plan checking procedures, practices, and policy.
- Advising on regulations at the counter, over the phone, or via email.
- Attending coordination meetings with applicants as needed.
- Coordinating responses to applicant-submitted questions.
- Assistance with improving building submittal guidelines and handouts.

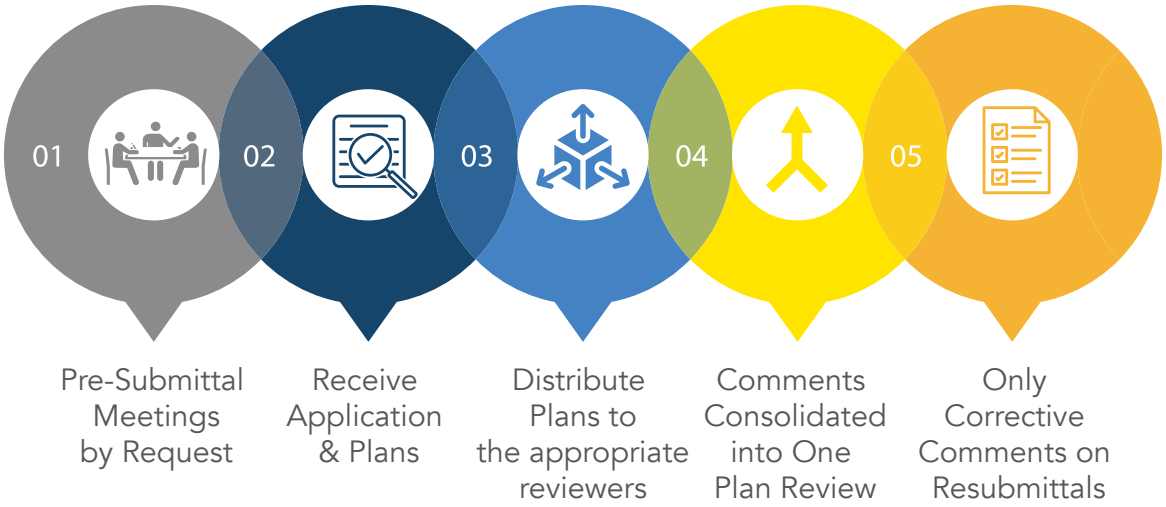
Interwest, with its bench strength of nearly 400 California employees and staff of multi-disciplined professionals, can assist with a variety of projects with which the City desires assistance. Our team has a staff of plan reviewers including California-licensed professional engineers, ICC-certified specialists, and CASp-certified plan reviewers and inspectors with specific municipal experience that successfully work for a variety of cities in Los Angeles and Orange counties remotely or in-house on an as-needed basis.

Interwest can provide services including, but not limited to:

1. Providing in-house staff support as needed for plan check services. Remotely and/or on-site at least two days a week at the City.
2. Be available to meet with City Staff or answer City Staff emails and inquiries pertaining to plan check projects within eight hours or one business day.
3. Provide a process or digital platform for submitting plans and documents and tracking plan check progress. Interwest will provide BlueBeam® Software (see below for details).
4. Review plans submitted by developer applicants and provide written comments to the City. Reviews may include overall site design including notes on plans and plan check submittals for Structural, Architectural,

Mechanical, Electrical, Plumbing, Framing, Demolition, Details, Best Management Practices, California Energy Code documentation as well Energy Code compliance, Landscaping Plans and Solar submittals as needed, for the current code cycle, etc.

5. Review and provide written comments to the City.
6. Attend video conference calls, coordination, reporting, and follow-up meetings with the Building Division, residents, applicants, and design engineers as needed.
7. Develop guidelines for Building Division handouts (such as Typical wall designs, Retaining Walls, Patio Covers, HVAC typical details, pools, etc.), for trees and plantings, development of City standards plan and details, fees, processes improvements, easement policy, etc.



Plan Review Services

All plans examination services will be performed by a licensed Civil or Structural Engineer and/or an ICC Certified or otherwise qualified Plans Examiner. For more complex projects and when needed to meet peak workload demands, additional support will be provided from our other regional offices. Our Plans Examiners understand and are intimately familiar with applicable building codes and plan review procedures and policies and will readily assist with solutions to complicated plan review issues.

Our staff will work with project applicants in a collaborative and professional manner to quickly identify and resolve violations of codes, standards, or local ordinances. They will provide thorough plan reviews to ensure complete and accurate construction documents to minimize questions and problems during the construction phase of projects.

Our proposed Plans Examiners will review plans during the City's normal business hours. Plans Examiners will approve applications when the file complies with all applicable laws, codes, and ordinances. The review of plans will result in the recommendation of approval, approval with modification, or denial. If the permit file is deficient, the assigned Plans Examiner will provide concise comments identifying the deficiencies and citing the applicable code section. Our staff will provide the customer with a clear path to approval. The Plans Examiners will be available via teleconference or virtual meeting to assist design professionals, contractors, and homeowners in answering questions about the code and its intent.

The Plans Examiners will provide plan reviews for clients with schedule constraints or an aggressive schedule at the discretion of the City's Building Official. All trades or disciplines included in the proposed services will be reviewed to ensure compliance with ordinances, adopted codes, code reference standards, utility provider requirements, and engineered designs. When the review is complete, all plan reviews will be documented in the City's system of record.

The proposed Plans Examiners for the City will perform the following services:

- Examine, review, and analyze construction drawings, plans, and specifications to ensure compliance with adopted local, state, and federal codes, ordinances, policies, and regulations.
- Receive and record incoming plans submitted, providing the customer with the ability to track progress.
- Attend pre-submittal and pre-construction meetings as requested and be available for consultations as needed.
- Process plan review comments and plan review actions via Bluebeam or the City's preferred method for electronic plan review.
- Office administration to return all emails within three (3) hours and be available for calls during normal business hours.
- Plan Review Examiners to return all emails/voicemails within 24 hours.
- Determine the scope of the project before plan review.

Technical Capabilities in Plan Check Areas

Interwest staff possesses significant technical capabilities in all areas of plans examination competence. Plans examiners are licensed engineers and/or ICC Certified or otherwise qualified Plans Examiners with extensive experience providing plan review services. Plans examination activities will be performed under the direction of a California licensed professional engineer and/or licensed architect. Our staff will conduct an accelerated plan review on an as-needed basis as requested by the Building Official.

In the following pages, we have provided our general approach which demonstrates our experience in the following disciplines:

- Residential
- Commercial
- Energy

Non-Structural Life Safety

Interwest's non-structural plan reviewers furnish plan review services for a vast array of projects including large residential, commercial, institutional, industrial, retail, and OSHPD 3 medical office buildings. Many of our plan examiners are CASp certified. Completed plan review projects range from single-story residential projects to complex high rise buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current editions of the following codes:

- California Building Standards Code
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- CA Code of Regulations (CCR) Titles 19 and 25
- Jurisdiction-adopted amendments or ordinances

Structural

Our California licensed Structural Engineers have experience designing and reviewing projects utilizing virtually all building materials:

- Wood
- Masonry
- Heavy Timber / Timber Frame
- Concrete
- Structural Steel
- Cold-Formed Steel Framing
- Straw Bale
- Rammed Earth
- Aluminum

Our engineers have designed or reviewed an array of lateral force resisting systems including the following:

- Steel Moment Frames
- Buckling Restrained Braced Frames
- Eccentric Braced Frames
- Concentric Braced Frames
- Concrete Moment Frames
- Wood Shearwall Systems
- Masonry Shearwall Systems
- Concrete Shearwall Systems
- Cantilevered Column Systems
- Various Proprietary Lateral Force Resisting Systems

Our structural engineers are experienced with current versions of the following codes and standards:

- CCR Title 24, Part 2, Volume 2
- AISC 341, 358 and 360
- ASCE 7
- ASCE 41
- AISI Standards for Cold Formed Steel
- ANSI / AF&PA NDS for wood framing
- ACI 318
- ACI 530 / TMS 402/602
- CA Historic Building Codes
- CA Existing Building Codes
- NEHRP Requirements for Existing Building

Mechanical, Electrical and Plumbing

Interwest's California-licensed Mechanical and Electrical Engineers are well-versed in the application CA Mechanical, Plumbing, and Electrical Codes, including, but not limited to the following:

- California Building Code
- California Residential Code
- California Plumbing Code
- California Mechanical Code
- California Electrical Code
- Jurisdiction-adopted ordinance

Energy Compliance

Our engineers and plan reviewers are up to date on all California Energy requirements as they relate to both new and remodel construction on large residential and commercial projects. Further, our staff is familiar with the incorporation of CALGreen building criteria and LEED certification and rating systems into project designs and the resulting potential impact as related to the building codes, should either or both be part of a building project.

Flood Zones

Interwest's staff of engineers and plans examiners have experience in providing plan reviews for projects located in flood zones, as several of our clients have developments that occur in areas prone to flooding. Interwest's staff has provided numerous plan reviews for projects located in flood zones using FEMA's Technical Bulletins as well as the local jurisdiction's ordinances. In addition, members of Interwest's staff have participated in state-sponsored committees to establish guidelines and regulations for construction in areas designated as flood zones.

Access Compliance - CASp Review

All Interwest's CASp-Certified professionals are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. They are fully trained and familiar with CA Building Code Accessibility requirements and ADA compliance regulations. We offer support to municipalities for compliance enforcement and/or developing a transition plan towards compliance, and successfully partner with persons with disabilities to address the needs and requirements for both entities. We are available for plan review and/or evaluations and consultation, and can assist our clients in interpreting various issues relating to access compliance.

LEED

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design, construction, operations, and maintenance solutions. LEED certification consists of several different rating systems that apply to many building types—commercial as well as residential and measures how well a building performs across many sustainability metrics, including: energy savings, water efficiency, CO2 emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

Green Building Standards

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

OSHPD 3

Our staff of plans examiners have extensive experience in providing plan reviews for OSHPD 3 projects. Our staff is well versed with the OSHPD 3 requirements contained in the California Building Code. We also have OSHPD-certified inspectors available on an as-needed basis.

Fire Code Plan Review

We have a complete staff of experienced and licensed professional fire protection plans examiners and inspectors for your fire life safety needs. Our staff can check plans for compliance with all applicable fire code and standard requirements, including but not limited to the following: ICC Fire Code, Uniform Fire Code, California Fire Code, Life Safety Code, NFPA standards, and your local/regional amendments.

Our Fire Plans Examiners and Inspectors are well-versed in the use and application of the following model codes, standards, and regulations:

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

Code Interpretations

Code interpretations are subject to final review and approval by the Chief Building Official or City designated staff. Interwest's engineers and plans examiners will provide unbiased recommendations and background information to help the Building Official or Fire Marshal make an informed decision. All plan review comments are subject to review and approval by the City Building Department.

Transporting Plans

Interwest will arrange for all pick-up and delivery of hard copy plan review documents from the City at no additional cost. Interwest uses varied methods of pick-up and delivery with the goal of providing same-day service.

Special Projects and Accelerated Services

Interwest can accommodate special project plan review needs such as fast-track, multi-phased, or accelerated plan reviews. We establish project-specific turnaround goals and procedures with City staff for these types of projects based on the complexity of the projects as well as the construction schedule. Our staff of engineers and plan examiners will work with the City to resolve all plan review issues. Our staff will deal directly with applicants and their designers during the plan review process to resolve all issues in a collaborative manner to resolve plan review issues as quickly as possible.

Electronic Plan Review Services

Interwest currently provides electronic plan review services for multiple jurisdictions throughout California, and we are prepared to provide electronic plan checks for the City. We are familiar with many electronic plan review platforms. More jurisdictions are seeing the benefits of electronic permits and plan checks, especially for large, complex projects. Electronic plan check services deliver many benefits to municipalities, including substantially improved turnaround times; instantaneous comments to the developer, applicant, or architect; secured accessibility to documents; and reduced paper storage. Our staff is experienced in providing electronic plan reviews and can work closely with the City on any electronic plan check software program that is utilized. Our goal is always to collaborate with and support the building department by providing thorough, accurate, and timely plan reviews.

On-Site Consultant Services & Meeting Attendance

Our staff is available for pre-construction or pre-design meetings, field visits, contacts with the design team, and support for field inspection personnel as needed. With some reasonable limitations, pre-construction and pre-design meetings associated with projects that we plan review are considered part of the plan review service. Interwest's engineers and plans examiners will be available to meet with City staff, the design team, applicants, and/or contractors at City Hall, at the City's request, to discuss and resolve plan review and code-related issues. We will be available within one business day to respond to questions from the City that may be generated during field inspections for each authorized plan check that is subsequently issued a permit for construction. Voicemails, e-mails and faxes will be responded to as quickly as possible, always within 24 hours.

Plan Review Tracking Methods

Our staff has experience working with most project tracking databases utilized by building departments. Our staff will update electronic records and make

project related database entries as directed by the City. Interwest uses a custom-designed database to maintain and track all plans throughout the review process from the moment you request a pick-up and/or shipment to delivery of the final, approved documents. Information such as project name, City's project number, assigned plan reviewer(s), date documents were received, plan review cycle and completion date for current review can be provided. In addition to standard phone communication, custom reports can be emailed.

In addition, we can provide online tracking for the City with a custom-designed web template geared to provide any reporting and information needs required.

Turnaround Times

We consistently complete 99% of our customers' plan reviews on schedule for both commercial and residential projects as our standard business practice. Multidisciplinary reviews are typically performed in our offices, but we are available for onsite work when required upon the City's request. Our goal is to exceed your request for reviews and to deliver reviews and rechecks within our typical time frames listed in the table below.

MAXIMUM TURNAROUND TIME			
TYPE OF JOB	1st REVIEW	2nd REVIEW	EXPEDITED REVIEW
Minor alterations or additions	10 Business Days	5 Business Days	5 Business Days (Initial) and 5 Business Days for any subsequent reviews
Solar or ESS systems	5 Business Days	3 Business Days	
Single- family dwellings	10 Business Days	5 Business Days	
Multi-tenant dwellings	15 Business Days	5 Business Days	
Commercial tenant-improvement construction under 10,000 SF	10 Business Days	5 Business Days	
Commercial construction over 10,000 SF	15 Business Days	5 Business Days	
Processing and completion of all subsequent recheck plan reviews.	Hourly rate after the 3rd review		

Accelerated Plan Review

The City may occasionally request that plan review turnaround times be accelerated (expedited), typically due to a sudden and unanticipated urgency. In this accelerated plan review request, Interwest shall complete the initial plan review within fewer than five (5) business days from receiving the plans. Re-reviews shall be completed in five (5) business days or less. Exact turnaround times for Accelerated Plan Review requests may also be specifically negotiated between the applicant, the jurisdiction, City, and Interwest.

CLIENT REFERENCES

Exhibit G

The following is a list of four (4) references that most closely reflect similar projects to the scope of services/work of the City of Palmdale within the past three (3) years. References will be asked to complete a questionnaire and asked to return it to the Purchasing Division directly by a designated date and time. It is the Respondent's responsibility to ensure that Reference Contacts are willing to provide a reference. To expedite the evaluation process the City requests accurate email and/or fax number information be provided.

Reference #1

Name of Organization: VA Housing

Address: 4419 Pacific Blvd. Vernon, Ca.

Email Address: dwall@cityofvernanca.gov Fax:

Telephone: 323-583-8811 Ext. 305 Contact Name: Daniel Wall

Contact Title: Director of Public Works Service Dates: 3/14/2025 - 8/26/2025

Project Manager: Adrienne Peterson Bid No. (if applicable)

Summary of Project: 62 Unit, four-story Housing Apartment Building

Project Cost: $8,760,000

Reference #2

Name of Organization: Prime Data

Address: 4701 S. Santa Fe Avenue

Email Address: dwall@cityofvernonca.gov Fax:

Telephone: 323-583-8811 Ext. 305 Contact Name: Daniel Wall

Contact Title: Director of Public Works Service Dates: 7/30/2024 - 10/10/2024

Project Manager: Adrienne Peterson Bid No. (if applicable)

Summary of Project: New 240,000-SF data center

Project Cost: $6,000,000

Reference #3

Name of Organization: IRS Offices

Address: 25520 Commerce Center Lake Forest, Ca.

Email Address: astonich@lakeforestca.gov Fax:

Telephone: 949-461-3479 Contact Name: Amy Stonich

Contact Title: Assistant Community Dev Dir. Service Dates: 4-19-2024 - 5-14-2024

Project Manager: Yasaman Houshyar Bid No. (if applicable)

Summary of Project: 71,571-SF new office tenant improvement

Project Cost: $3,500,000

Reference #4

Name of Organization: IMI Critical Engineering

Address: 19712 Pauling Lake Forest, Ca.

Email Address: astonich@lakeforestca.gov Fax:

Telephone: 949-461-3479 Contact Name: Amy Stonich

Contact Title: Assistant Community Dev Dir. Service Dates: 11-15-2024 - 1-27-2025

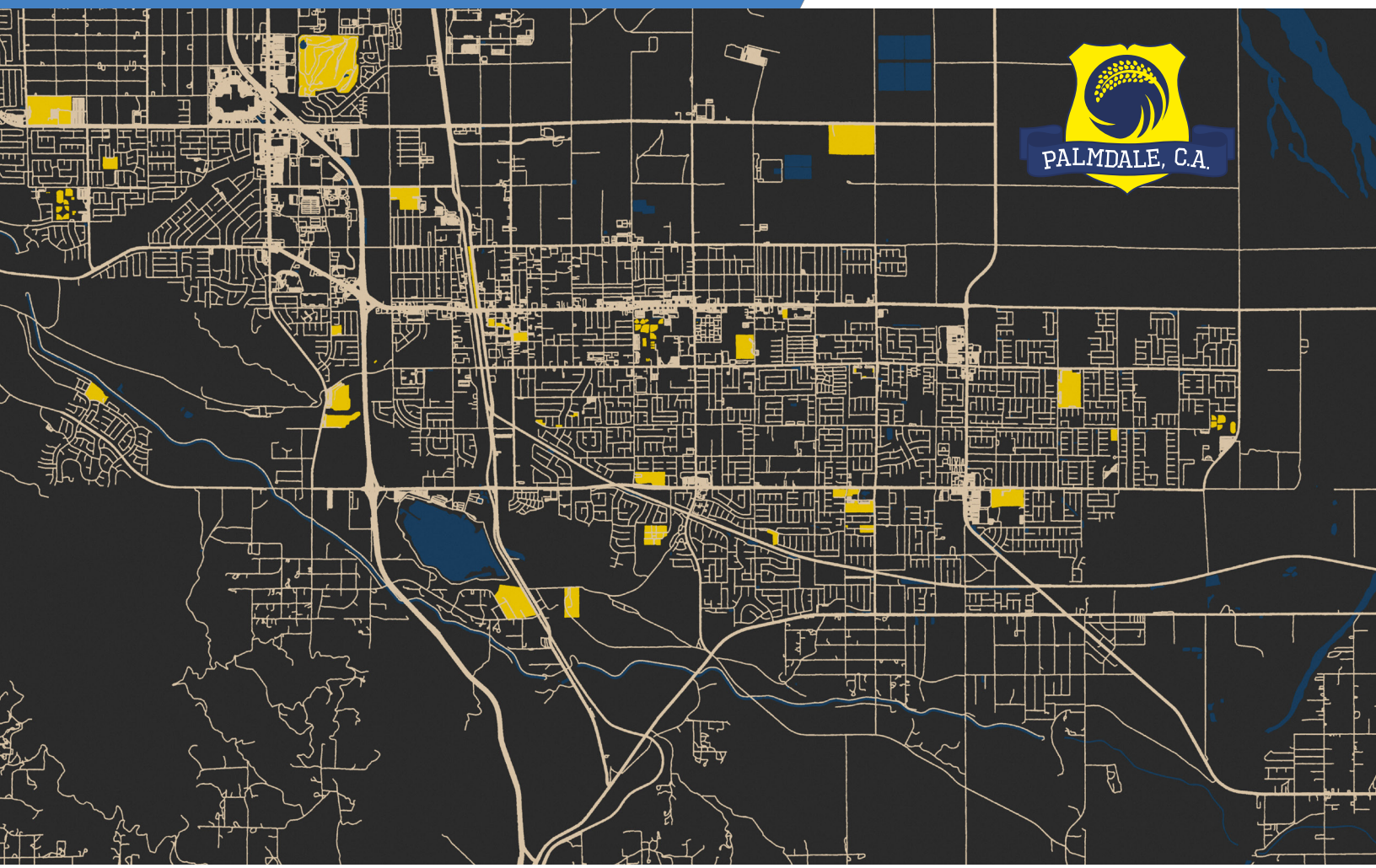
Project Manager: Yasman Houshyar Bid No. (if applicable)

Summary of Project: New Concrete Manufacturing and Office Building

Project Cost: Not disclosed

Appendix A: Required Forms

A



INTERWEST
A SAFEbuilt COMPANY

Business License

City of Palmdale
Processing Center

Guest

Home Report a Problem

Business Search

Search By: Business Name

Value: Interwest Consulting

Specify Start Date Range (Optional)

Search

Account #	Business Name	Start Date	Expire Date	Address
11624750	INTERWEST CONSULTING GROUP INC.	1/1/2024	3/31/2026	444 CLEVELAND AVE, LOVELAND, CO 80537-6033

Total records found: 1

Secretary of State
Certificate of Status

I, SHIRLEY N. WEBER, PH.D., California Secretary of State, hereby certify:

Entity Name:	INTERWEST CONSULTING GROUP INC.
Entity No.:	2415639
Registration Date:	04/29/2002
Entity Type:	Stock Corporation - Out of State - Stock
Formed In:	COLORADO
Status:	Active

The above referenced entity is active on the Secretary of State's records and is qualified to transact intrastate business in California.

This certificate relates to the status of the entity on the Secretary of State's records as of the date of this certificate and does not reflect documents that are pending review or other events that may impact status.

No information is available from this office regarding the financial condition, status of licenses, if any, business activities or practices of the entity.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of January 02, 2026.

SHIRLEY N. WEBER, PH.D.
Secretary of State

Certificate No.: 404980328

To verify the issuance of this Certificate, use the Certificate No. above with the Secretary of State Certification Verification Search available at **biz**fileOnline.sos.ca.gov.

Exhibit C: W-9

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Interwest Consulting Group, Inc.

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . _____

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) _____

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

444 N Cleveland Ave, Ste 444

Requester's name and address (optional)

6 City, state, and ZIP code

Loveland, CO 80537

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

7 3 – 1 6 3 0 9 0 9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** [signature] **Date** January 14, 2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

CITY OF PALMDALE

AFFIDAVIT OF NON-COLLUSION and NON-DISCRIMINATION

Exhibit D

I hereby swear (or affirm) under the penalty of perjury:

A. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

B. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder/proposer and will not knowingly be disclosed by the proposer prior to opening, directly or indirectly, to any other proposer or to any competitor; and

C. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership, or corporation to submit or not submit a proposal for the purpose of restricting competition.

D. The Bidder/Proposer does not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, age, sex, sexual orientation, gender identity, national origin, or disability, and that it complies with all applicable Federal, State and local laws and executive orders regarding employment.

In connection with the performance of work under this contract, the Bidder or Proposer agrees as follows:

1. The Bidder or Proposer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, gender identity, national origin, or ancestry. The Bidder or Proposer shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, national origin, sex, sexual orientation, gender identity, or ancestry.

2. In the event of the Bidder's or Proposer's non-compliance with this non-discrimination clause, the Bidder or Proposer may be canceled or terminated. The Bidder or Proposer may be declared ineligible for further contracts with the City of Palmdale until satisfactory proof of intent to comply shall be made by the Bidder or Proposer.

3. The contract agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by its requirements.

Authorized Signature: _____ Printed Name/Title: Matthew K. Causley/COO

Company Name: Interwest Consulting Group, Inc.

Doing Business As: Interwest Consulting Group, Inc.

CITY OF PALMDALE

CERTIFICATION OF INSURABILITY
Exhibit E

I hereby swear (or affirm) under the penalty of perjury:

As an authorized representative of the proposing company, should our Company be determined to be the Successful Proposer, our Company will promptly provide such proof of insurance to the City within five (5) business days in reply to the CITY's *Notice of Intent to Award*. The CITY will remind the Apparent Successful Proposer in the *Notice of Intent to Award* letter. Proof of insurance requirements may be submitted electronically to the email address below with the RFP Number and Title referenced in the Subject field:

To: Purchasing@cityofpalmdale.org

Contracts will not be executed until formal proof of all required insurance(s) pursuant to **Attachment B** – *Sample Contract for Services* for **RFP No. 26-001-6110** **Title: As-Needed Plan Check, Community** have been received and approved by the CITY. It is agreed that the Apparent Successful Proposer shall maintain in force at all times during the performance of the engagement all policy or policies of insurance.

If the CITY requires corrections (i.e., limits, endorsements) the Successful Proposer has five (5) days from such request to complete all corrections. Failure to meet these deadlines will allow the CITY the right to reject the Proposer's proposal as non-responsive and proceed to the next finalist.

I hereby assure City of Palmdale that the company has or is able to procure the insurance coverage(s) required should the Company be awarded the Contract and shall maintain all the insurance requirements by the submission of this offer.

Interwest Consulting Group, Inc.

Proposer Company Name

Signature of Authorized Representative signing on behalf on Proposer

Matthew K. Causley

Print Name of Authorized Representative of Proposer Company

March 12, 2026

Date

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/6/2025

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

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

PRODUCER
McGriff Insurance Services LLC
9850 NW 41st Street
Suite 100
Doral FL 33178

CONTACT NAME: Lauren Mayer
PHONE (A/C, No, Ext): 954-385-6022 FAX (A/C, No): 866-802-8684
E-MAIL ADDRESS: lauren.mayer@marshmma.com

INSURED 132SAFEBLLC
Interwest Consulting Group, Inc.
444 N Cleveland Ave;
Loveland CO 80538

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Berkshire Hathaway Homestate Ins Co	20044
INSURER B : Everest Indemnity Insurance Company	10851
INSURER C : Bridgeway Insurance Company	12489
INSURER D : Lexington Insurance Company	19437
INSURER E : Great American E&S Insurance Company	37532
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 209145854 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY	Y	Y	CF3GL00415251	10/3/2025	10/3/2026	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
	X 10,000						MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY	Y	Y	CF3CA00337251	10/3/2025	10/3/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
							Excess per occ / agg	$ 1,000,000
C	UMBRELLA LIAB X OCCUR	Y	Y	8EA7XL000207904	10/3/2025	10/3/2026	EACH OCCURRENCE	$ 10,000,000
D	X EXCESS LIAB CLAIMS-MADE			11170903	10/3/2025	10/3/2026	AGGREGATE	$ 10,000,000
	DED X RETENTION $ -0-							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A	Y	SAWC666825	5/12/2025	5/12/2026	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N (Mandatory in NH)						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
E	Professional Liability			TER5780118	10/3/2025	10/3/2026	Each Claim/Aggregate	$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Excess policy # 140002058 effective 10/03/2025 -10/03/2026 - QBE Ins Corp NAIC #39217 - Limits- $5,000,000 part of $10,000,000 Excess of $5,000,000. Crime coverage – Federal Insurance Company, NAIC 20281- Policy #J06767825 effective 10/3/25 -10/3/26; Limit $1,000,000 DED $10,000. Technology Errors & Omissions and Cyber Coverage - Allied World Assurance Company US, Inc. NAIC # 19489 - Policy #03148733 effective 10/3/25 - 10/3/26. Each Claim/AGG $3,000,000 DED $100,000.

CERTIFICATE HOLDER

For Informational Purposes only

CANCELLATION

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

AUTHORIZED REPRESENTATIVE
Felice Vinaub

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BIDDER DISCLOSURE STATEMENTS

Exhibit F

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the contract, and the best interests of the City of Palmdale.

Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A.	Has the Bidder and/or subject company had a contract terminated for default or cause?	○	◉
B.	Has the Bidder and/or subject company been assessed any penalties, including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?	○	◉
C.	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?	○	◉
D.	Has trading in the stock of the subject company ever been suspended? Give date and explanation.	○	◉
E.	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?	○	◉
F.	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?	○	◉

By the signature affixed to **Exhibit B** – *Offer Signature / Cover Page* of this Solicitation, Respondent hereby certifies that the above information is true and accurate.

This completed form must be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

Exhibit H: Deviations and/or Exceptions Forms

DEVIATIONS and/or EXCEPTIONS FORM
Exhibit H

[✓] Specifications and/or Requirements

[ ] Contract for Services Provisions (No exceptions and/or deviations to insurance requirements allowed)

All deviations and/or exceptions to the requirements of this solicitation must be noted below. The City will consider any deviations and/or exceptions indicated in its award decisions. The City reserves the right to accept or reject any and all responses based on any deviation and/or exception indicated on this form. Respondents are cautioned that by taking any exception they may be materially deviating from the RFP. **Please do not attach a company letterhead in lieu of any entry on the section below.** In the absence of any entry on the section below, the bidder assures the City of their full compliance with the specification and conditions as listed in this solicitation. The page number, paragraph, and item number should be referenced when deviating from the specification and must be included.

The City reserves the right to reject any or all cost proposals as a result of this RFP and to waive any informality or irregularity in any bid proposal received and to be the sole judge of the merits of the respective cost proposals received, and to accept or further negotiate cost, terms, or conditions of any cost proposal determined by the City to be in the best interest of the City even though not the lowest cost proposal. **This form may be duplicated if additional pages are needed.**

Reference No.	Description
	Please see exceptions noted on the pages following this form.

Interwest Consulting Group, Inc.

Company Name

Matthew K. Causley, Chief Operations Officer

Printed Name and Title

Authorized Signature

Deviations and/or Exceptions

Interwest respectfully requests the following exceptions noted below in red:

2.1 CONTRACTOR shall provide the following services in a manner satisfactory to CITY:

CONTRACTOR is not obligated to perform services beyond those expressly contemplated by this Contract.

2.3 CONTRACTOR shall not accept any change of scope, or change in contract provisions, to this Contract unless issued in writing, as a contract change order or amendment and signed by both CITY and CONTRACTOR. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

2.5 All work supplied under this Contract shall be fully guaranteed by CONTRACTOR for a ~~minimum~~ period ~~of days~~ mutually agreed in writing between CITY and CONTRACTOR from the date of acceptance by CITY, during which period CONTRACTOR's sole obligation shall be to re-perform any non-conforming services at no additional cost to CITY. Any defects of design, workmanship, or materials that would result in non-compliance with the Contract specifications and that are identified during the agreed warranty period shall be ~~fully~~ corrected by CONTRACTOR (including parts and labor) without additional cost to CITY. The written warranty shall be included with the delivered products to the using Department.

Add the following clause:

2.7 CONTRACTOR is hereby granted a non-exclusive, royalty-free license to use such data and information solely for the purpose of performing the services under this Contract.

3.1 **Key Staff.** CITY reserves the right to review and, within a reasonable period, provide written objections that ~~approve~~ CONTRACTOR will consider in good faith regarding CONTRACTOR'S staff including all subcontractors to be assigned to any project by CONTRACTOR during the term of this Contract.

This Contract has been awarded to CONTRACTOR based partially on the key personnel proposed to perform the services required herein. CONTRACTOR shall not change nor substitute any of these key staff for work on this Contract without providing prior written notice to ~~approval by~~ CITY and considering any reasonable objections in good faith.

CONTRACTOR's Team and Key Personnel are as follows:

This Services Contract has been awarded to CONTRACTOR based on its representation that those personnel and subcontractors submitted as part of its bid and listed above will perform the portions of the work listed above.

CONTRACTOR shall not deviate nor substitute any of these team members without providing prior written notice to ~~approval by~~ CITY and considering any reasonable objections in good faith.

3.3.3 CONTRACTOR shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising, but only to the extent caused by CONTRACTOR's negligence or willful misconduct, from CONTRACTOR's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

5.1 **Records**. The CONTRACTOR shall retain, and shall contractually require each SUBCONTRACTOR to retain, all data and other "records" relating to the acquisition and performance of the Contract for a period of ~~five years~~ one (1) year after the completion of the Contract, or for such longer period as may be required by applicable law.

5.2 **Property of CITY**. All materials, including reports, computer programs and other deliverables, supplied or created under this Contract are the sole property of CITY, excluding any pre-existing intellectual property, proprietary tools or materials of CONTRACTOR ("Consultant IP"), which shall remain the exclusive property of CONTRACTOR. CONTRACTOR is not entitled to a patent or copyright on ~~those~~ CITY's materials and may not transfer ~~the~~ such patent or copyright to anyone else, provided that nothing in this Section shall affect CONTRACTOR's ownership of or rights in any Consultant IP. CONTRACTOR shall not use or release ~~these~~ CITY's materials without the prior written consent of CITY, except that CONTRACTOR may use anonymized data and excerpts from the deliverables for training, benchmarking and service improvement purposes.

CITY hereby grants CONTRACTOR a non-exclusive, royalty-free license to use such materials solely for the purpose of performing the services under this Contract.

6.3 A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or completion of specified services and receipt of a correct invoice. Unless otherwise agreed in writing, CITY shall pay all undisputed amounts within thirty (30) days of the date of CONTRACTOR's invoice. If any invoice remains unpaid for more than ninety (90) days from the invoice date, CONTRACTOR may, upon ten (10) days' written notice, suspend performance of the services until all overdue amounts, including accrued interest, are paid in full.

Remove section **8. PATENT FEES AND ROYALTIES**.

9 INDEMNIFICATION.

To the fullest extent permitted by law, CONTRACTOR and any subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter ~~"~~'Indemnified Parties~~"~~') for any third-party loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, ~~including any acts or omissions, willful misconduct or negligent conduct, whether active~~ but only to the extent caused by the negligence or ~~passive, on the part~~ willful misconduct of CONTRACTOR or its subcontractors. ~~and regardless of any acts~~ At their own expense, ~~omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense~~ and to the extent required under the foregoing indemnity, CONTRACTOR and, as applicable, any subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONTRACTOR shall ensure that the contract of any subcontractor working under this agreement contain an indemnity agreement requiring the subcontractor to indemnify and defend the Indemnified Parties ~~pursuant~~ to the ~~terms~~ same extent as CONTRACTOR's indemnity obligations set forth above. CONTRACTOR shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, but only to the extent such loss, damage, costs, expenses and ~~any other provision or covenant of this agreement~~ attorney's fees are caused by CONTRACTOR's breach or negligence.

LIMITATION OF LIABILITY; DISCLAIMER

Disclaimer of Warranties. EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONTRACTOR EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT.

Exclusion of Certain Damages. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT,

INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMEDY, OTHER THAN WITH RESPECT TO PAYMENT OF OBLIGATIONS FOR SERVICES ACTUALLY PERFORMED.

Limitation of Liability. IN NO EVENT SHALL THE AGGREGATE LIABILITY OF EITHER PARTY UNDER THIS CONTRACT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT OR OTHERWISE) EXCEED THE LESSER OF (A) THE TOTAL AMOUNT OF FEES PAID OR PAYABLE TO CONTRACTOR PURSUANT TO THIS CONTRACT, OR (B) THE AVAILABLE LIMITS OF THE INSURANCE MAINTAINED BY THE LIABLE PARTY PURSUANT TO SECTION 10 ABOVE. NOTHING IN THIS SECTION SHALL LIMIT A PARTY'S LIABILITY FOR ITS INDEMNIFICATION OBLIGATIONS UNDER SECTION 9 OR FOR ITS GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

9.1 CITY INDEMNIFICATION To the fullest extent permitted by law, CITY shall indemnify, defend and hold harmless CONTRACTOR, its officers, employees, agents and subcontractors from and against any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability, but only to the extent caused by the negligence, willful misconduct, or discretionary action of CITY or its officers, employees or agents, or arising from CONTRACTOR's compliance with CITY's written instructions.

10.9 Notwithstanding any other provision of this Contract, CITY may ~~immediately~~ terminate this Contract if, ~~at any time~~ after providing written notice and a ten (10) business day opportunity for CONTRACTOR to cure, CONTRACTOR fails to maintain the required insurance for ~~any period of time~~ or fails to comply with any of the insurance requirements listed above.

11 TERMINATION WITHOUT CAUSE

City ~~reserves the right to~~ or CONTRACTOR may terminate this Contract or any part thereof for ~~its sole~~ convenience ~~within fifteen (15)~~ upon ninety (90) days' prior written notice to the other party. In the event of such termination, CONTRACTOR shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and subcontractors to cease such work. CONTRACTOR shall also surrender to CITY all finished or unfinished documents, ~~processes, programs~~ data and other ~~supplies and materials,~~ tangible work product prepared under this Contract which shall become City's property, provided, however, that CONTRACTOR shall retain all right, title and interest in its pre-existing intellectual property, proprietary processes, software and methodologies, granting CITY a non-exclusive license to use such items solely for its internal purposes in connection with the work. As compensation in full for services performed to the date of such termination, the CONTRACTOR shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

12 TERMINATION FOR CAUSE

Add the following paragraph after paragraph one:

The defaulting Party shall promptly notify the nondefaulting Party in writing upon becoming aware of any event that constitutes, or is reasonably likely to constitute, a default under this Contract, and shall describe in reasonable detail the steps it will take to cure such default. No Party shall be deemed in default if it cures the default within the applicable cure period.

12.2 CONTRACTOR shall provide all finished or unfinished documents, data, studies, software, drawings, programs, processes, maps, photographs, reports, etc., prepared by CONTRACTOR within fifteen (15) working days after notice of termination. Upon such termination, CONTRACTOR shall be paid an amount equal to the value of the services provided and work performed as of the date of termination~~, taking into consideration~~ ; provided that any deduction for the costs associated with hiring another ~~CONTRACTOR~~ contractor to complete the services shall be limited to the reasonable, direct and documented costs actually incurred by CITY and shall not exceed the unpaid portion of the Contract price. In ascertaining the value of the work performed up to the

date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses. The ~~above is~~ rights and remedies of each Party under this Contract are cumulative and in addition to, and not in lieu of, any ~~other~~ rights or remedies available ~~by~~ at law or in equity ~~to CITY~~. In the event of any breach of warranty, the Contractor shall, at its own expense and as the City's sole and exclusive remedy, promptly reperform the affected Services or, at the City's election, refund the applicable portion of the fees paid. Nothing in this Section shall preclude either Party from seeking equitable or compensatory relief as permitted by law.

Add the following sections:

FORCE MAJEURE

Any delay or nonperformance of any provision of this Contract by either Party (with the exception of payment obligations) that is caused by events beyond the reasonable control of such party shall not constitute a breach of this Contract, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

TERMINATION BY CONTRACTOR FOR CAUSE

If CITY fails to pay any undisputed amount due or otherwise materially breaches this Contract and does not cure such breach within thirty (30) days after receiving written notice from CONTRACTOR specifying the breach, CONTRACTOR may terminate this Contract in whole or in part.

14 OWNERSHIP OF PRODUCT

All product, data, documents, programs and software including, but not limited to, research, field notes, investigations, analysis, studies, processes, software, instructions for use and other manuals, whether complete or incomplete, which are prepared or produced in the performance of this Contract (collectively, the "Deliverables"), upon CITY's full payment of all amounts due under this Agreement and excluding CONTRACTOR's pre-existing intellectual property, proprietary tools, methodologies and know-how, shall ~~are to~~ be, and remain, the property of CITY and shall be delivered to or left with CITY upon the completion or termination of this Agreement. CONTRACTOR shall furnish CITY, upon its request, originals and reproducible and electronic copies of product, data reports, studies and of all other documents listed above. Electronic copies shall be provided in an unprotected format which allows CITY to copy, reproduce and makes changes as CITY deems necessary; provided, however, that CONTRACTOR shall have no liability for any use or modification of such electronic copies by CITY, including any use on projects other than the work for which they were prepared or after changes in applicable laws or codes.

14.1 OWNERSHIP OF INTELLECTUAL PROPERTY. The Deliverables resulting from the Services performed hereunder are intended solely ~~work made~~ for CITY's use ~~hire~~ and, upon CONTRACTOR's receipt of full payment ~~CITY shall exclusively own~~, CITY shall obtain ownership of such Deliverables ~~in perpetuity and worldwide~~, provided that CONTRACTOR retains all right, title ~~rights~~ and interest in and to ~~flowing from the work, including~~ any of its pre-existing intellectual property ~~work product~~, proprietary tools, software and methodologies ~~performed under this Agreement~~. Upon receipt of full payment, CONTRACTOR hereby assigns to CITY all rights it may ~~Contractor assigns to CITY any and all rights CONTRACTOR could have, may have, or does~~ have~~,~~ in the Deliverables created specifically for CITY ~~work or the work product performed~~ under this Agreement to the extent necessary for CITY's use of such Deliverables ~~and CITY shall have all right, title~~, and CITY may ~~interest in said matters~~, at its option, ~~including the right to~~ secure and maintain any ~~the~~ copyright, trademark, or patent in such Deliverables ~~of said matters~~ in its own ~~the~~ name ~~of the CITY~~.

Notwithstanding the foregoing, CITY grants CONTRACTOR a perpetual, non-exclusive, royalty-free license to use the Deliverables, in anonymized form, for internal training, benchmarking, and service improvement purposes. Neither party shall issue any press release, public statement, or ~~Independent Contractor consents to the~~ use the other party ~~of CONTRACTOR~~'s name, trademarks or logos in any publicity ~~in conjunction with the sale, use~~, marketing materials or other public communications without the prior written consent ~~performance,~~

~~and distribution~~ of the other party ~~said matters~~, which shall not be unreasonably withheld or delayed ~~for any purpose and in any medium~~.

Modify 15.1 as follows: "CONTRACTOR shall not delegate or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that (i) claims for money due or to become due to CONTRACTOR from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval, and (ii) CONTRACTOR may, upon written notice to CITY, assign this Contract to its parent, subsidiaries, sister companies or other affiliated entities, or in connection with a sale of all or substantially all of its assets or ownership interests, and may subcontract any or all services to such affiliated entities, in each case without CITY's consent, provided that CONTRACTOR remains responsible for the performance of this Contract.

20 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service, or by electronic mail to the notice email address of the receiving party. All notices shall be effective upon the date of receipt.

22 ATTORNEY'S FEES

Each ~~If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing~~ party ~~in such action~~ shall bear its own ~~entitled to reasonable~~ attorney's fees, costs and necessary disbursements incurred~~,~~ in any action at law or in equity brought to enforce or interpret any provision of this Contract ~~such other relief as may be sought and awarded~~.

END OF EXCEPTIONS

Exhibit I: Iran Contracting Act Verification

IRAN CONTRACTING ACT VERIFICATION

Exhibit I

(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for goods or services of $1,000,000 or more, a Supplier must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; orb) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, check the correct option below and insert your supplier or financial institution name and Federal ID Number. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

○ **OPTION #1 - THIS PROJECT IS LESS THAN $1,000,000.**

By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

◉ **OPTION #2 – CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the suppler/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
Interwest Consulting Group, Inc.	73-1630909
By (Authorized Signature)	*Date Executed:* March 12, 2026
Printed Name and Title of Person Signing: Matthew K. Causley, Chief Operations Officer	

(Continued on Next Page)

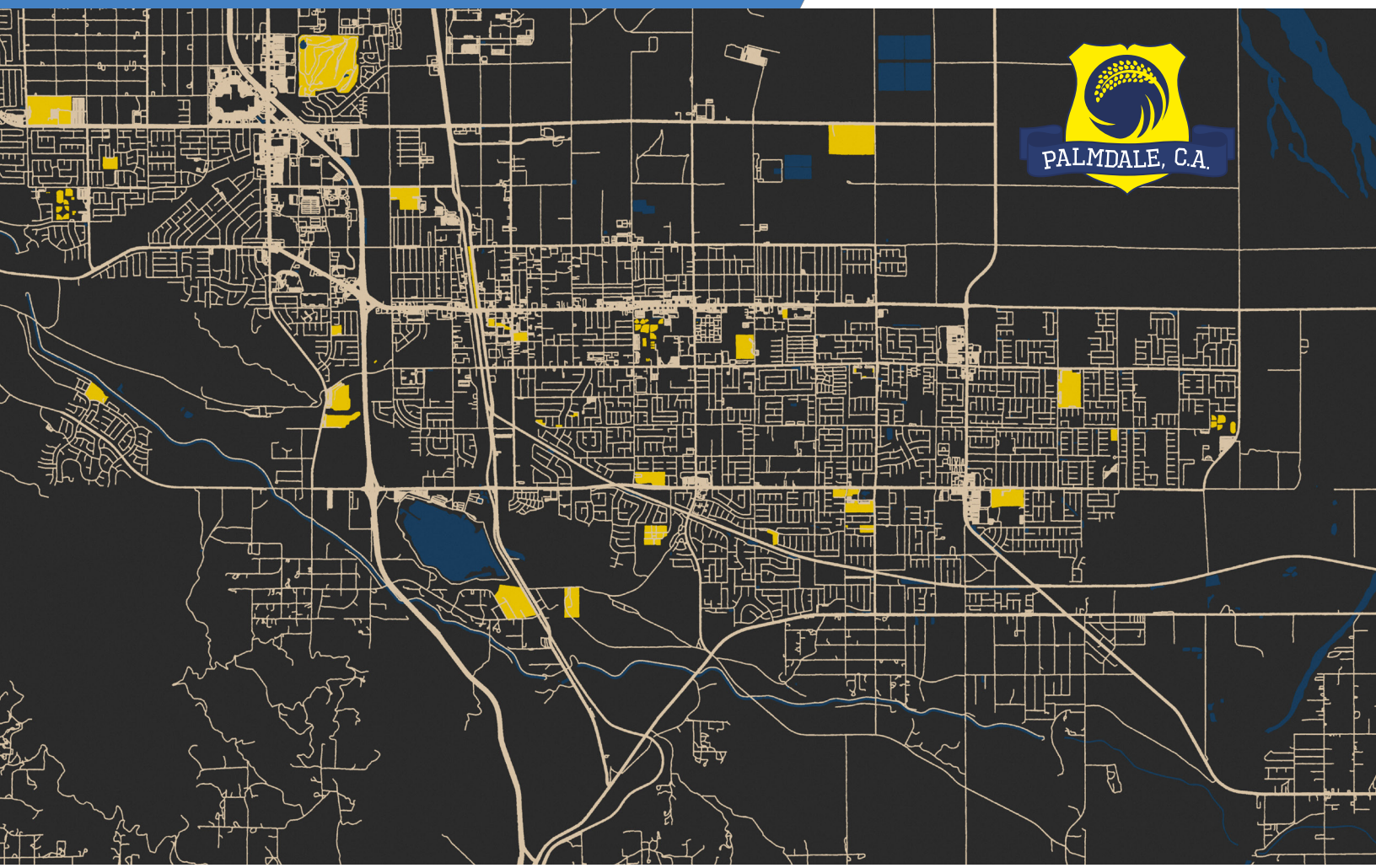
OPTION #3 - EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or to enter into or to renew, a contract for goods and services.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

Appendix B: Example Plan Review Letters

B



INTERWEST
A SAFEbuilt COMPANY

Plan Review Letter Example - New Restaurant

Review
[Address]
Due Date

Interwest Project No. [Number]
Permit App: [Number]
Page 1 of 6

December 4, 2025

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Reviewer; email@interwestgrp.com; phone]

A1. Riverside Health Department review and approval is required for the remodeled food service areas. All requirements of said review shall be implemented on the plans. Providence evidence of Health Department review and approval.

A2. Delete all notes at the title block stating; "Not For Construction". This note will not be allowed on the final approval plans.

A3. Provide the notes on each sheet that they are referenced.

Sheet T1.0:

A4. Please include City of Wildomar Municipal Code to the applicable codes provided.

A5. List all deferred submittals (if applicable) on the cover sheet including signage and fire sprinklers.

A6. Show the required water fountains under Plumbing Facilities. Include locations on the plans and add to accessibility details.

A7. Under "Life Safety Systems" Fire Alarm and Fire sprinklers are marked as "NO" Please clarify.

A8. Under "Building Code:" Note that states a PV system is not required for the building is from the residential code. Please remove reference to this code section.

Sheet R1.2:

A9. **Show all required** fire extinguisher locations on the Floor Plan per code and local fire department requirements. Specify the size of the units to be installed. [CBC tables 906.3(1) & 906.3(2)] A type 'K' unit is required in the **kitchen adjacent to the cookline.**

A10. Show location of the tactile "EXIT" signs and cross reference to the detail.

A11. **Doors:** Show and clarify that the doors equipped with a key operated locking device shall have a readily visible, durable sign posted on the egress side adjacent to the door stating: "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED". The sign shall have one-inch-high letters on a contrasting background. ***[CBC 1010.2.4]***

Sheet A1.2:

A12. Specify safety glazing for all new windows or sidelights.

A13. Note on the plans interior finishes shall comply with section 803.1.1 for flame spread provisions and table 803.9.

A14. Plans must indicate the floor or landing on each side of doors is not more than ½ inch lower than the threshold of the doorway. (Sec. 1008.1.7 CBC)

Sheet A6.0:

A15. Provide State Fire Marshal approved panic hardware for doors in all A occupancies. Note the doors with panic hardware on the door schedule. (Sec. 1010.2.9)

A16. Provide 5lbf for interior doors unless these are fire doors, the 15lbf. (Sec. 1010.1.3 & 11B-404.2.9 CBC)

SITE ACCESSIBILITY: [Reviewer; email@interwestgrp.com; phone]

SA1. Sheet SP1.0 (Site Plan):

A. Provide and show clear location of new/existing detectable warning(s) at platform edges, curb ramps, islands or cur-through, blended transitions, etc. complying with Section 11B-705 on plan. [CBC 11B-247.1.2.]

B. For new/existing Detectable Warning: Add note on plan "Detectable warning surfaces shall be yellow conforming to FS 33538 of Federal Standard 595C." [CBC, Sec. 11B-705.1.1.3]

C. For new/existing Detectable Warning: Add note on plan: "Detectable warning surfaces shall contrast visually with adjacent walking surfaces either light-on-dark or dark-on-light. The material used to provide contrast shall be an integral part of the surface." [CBC, Sec. 11B-705.1.1.3]

D. For new/existing Detectable Warning: Add note on plan: "Only approved DSA-AC detectable warning products and directional surfaces shall be installed as provided in the California Code of Regulations (CCR), Title 24, Part 1, Chapter 5, Article 2, 3 and 4." [CBC, Sec. 11B-705.3]

E. Truncated Domes: Provide and show detail for existing/new truncated domes to comply with section 11B-705.1 on plans.
- Dome Size per section 11B-705.1.1
- Dome Spacing per section 11B-705.1.1.2
- Color and Contrast per section 11B-705.1.1.3

ACCESSIBILITY: [Reviewer; email@interwestgrp.com; phone]

AC1. Sheet A1.0:

A. Service Counter: Provide and show a service counter 36 inches minimum in length with a surface 28 inches minimum and 34 inches maximum above the finished floor or ground. [CBC 11B-902.3]

B. Accessible Dining Surface: At the accessible dining surfaces provide toe clearance of 9 inches minimum above the finished floor or ground and extending 17 inches minimum under moveable dining surfaces and 19 inches minimum under built-in dining surfaces. [CBC 11B-902.2]

C. Accessible Dining Surface: At the accessible dining surfaces provide knee clearance of 27 inches minimum above the finished floor or ground and extending 19 inches minimum deep. [CBC 11B-902.2]

MECHANICAL: [Reviewer; email@interwestgrp.com; phone]

M1. The license number in the engineer stamp is not clear, please update it.

M2. Sheet M1.1, RTU2 is with the 10' radius of EF4. Outside air intake shall be a minimum of 10 feet away from appliance vent outlets, plumbing vent outlets, and exhaust fan outlets unless the outlets are a minimum of 3 feet away above the outside air intake. CMC 311.3. please show the height of EF4 vent from RTU2 air inlet.

M3. Sheet M2.0, GENERAL 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE NOTES, Note J, Change the filter type to Merv 13 in lieu of Merv 8.

M4. Provide references to pertinent anchor details for any floor-mounted equipment weighing more than 400 lbs., and all wall- or ceiling-suspended equipment that weighs more than 20 lbs. Reference CBC 1613 and ASCE 7-10 Chapter 16.

M5. M12. Clarify why the freezer and cooler room equipment details are not provided.

M6. Add note to the plan "Air velocity within the duct system shall be not less than 500 feet per minute and shall not exceed 2,500 ft/min. (CMC 511.2)".

M7. Provide clearance from the Health Department. (CMC 112.3(1)(K)(2)).

M8. Air-conditioning condensate drainpipes shall be connected to the drainage system. Please show the condensate drainpipe in the roof plan. per CMC 310.5.

M9. Duct enclosures from the point of ceiling, wall or floor penetration shall be at least 1 hr. fire-rated (CMC 510.7; CMC 510.7.1; CMC 510.7.2). Provide duct penetration of fire walls detail.

M10. Provide Flexible duct installation detail.

M11. Provide listed duct type smoke detectors in the supply and return air ducts of each air-conditioning unit. Show that units are equipped with smoke detector and global shut-off provided upon activation of any SD. (CBC 907.2.13.1.2(1); CBC 907.2.18.1(3)).

PLUMBING: [Reviewer; email@interwestgrp.com; phone]

P1. The license number in the engineer stamp is not clear, please update it.

P2. Cleanouts are required to be provided on the 'upper terminal' of all sinks and urinals. Demonstrate cleanout at all sinks (including mop sinks, lavatories, and hand sinks) that are part of this project. CPC 707.4. Add a note to the plan. Show the clean outs in the plan and pipe isometric.

P3. Indicate disinfection of potable water systems per CPC Section 609.9.

P4. Add a note to the plan "All plumbing fixtures that provide water for human consumption shall comply with the California lead-free law per section 116875 of the California health and safety code."

P5. Establishments engaged in the storage, preparation, selling, serving, processing, or other handling of food and beverage involving the following equipment shall provide indirect waste piping for refrigerators, refrigeration coils,

freezers, walk-in coolers, iceboxes, ice-making machines, steam tables, egg boilers, coffee urns and brewers, hot and cold drink dispensers, and similar equipment. CPC 801.3 show compliance in the sanitary waste and vent plan.

P6. Provide details for plumping piping penetration through fire rated wall, floor, and roof/ceiling assemblies to have the annular space between the pipe and the wall with materials that will prevent the passage of flames or hot gases as tested in accordance with ASTM E 814 or UL 1479, per CBC 714.3.1.2.

P7. Add a note to the plan "Coordinate with city officials for the trash enclosure location so that the allowable space for truck service is appropriate."

P8. Provide the details of the trash enclosures. Clarify that wash-off hose Bibb is provided for trash enclosures.

P9. Provide a trapped and vented floor drain and water if required.

P10. Provide calculation table for required gas line capacity.

P11. Provide a complete riser diagram for the gas system. The riser diagram shall indicate all of the appliances/equipment being served, the pipe sizes, and the hourly volume (CFH) of gas on each leg of pipe. (CPC 101.5.3; 103.2.2)

P12. Provide a letter from the gas company stating that they will deliver the desired pressure and volume of gas. (CPC 1216.6)

P13. An approved gas shut-off valve shall be installed immediately preceding each regulator. (CPC 1210.11) show in the plan.

P14. Please show on the plan that gas pressure regulator shall be vented to the outside of the building and shall terminate not less than 3 feet from a source of ignition. (CPC 1208.7.5.(1); CPC 1208.7.5(3))

P15. Provide floor and wall clean out detail.

P16. Provide complete riser diagrams for the sanitary and grease waste and vent systems. The waste system shall extend to the property line. The riser diagram shall show all the fixtures served, the pipe size, and the fixture unit count on each branch of pipe and Sud reliefs. (CPC 101.5.1; 101.5.3; 103.2.2)

P17. Provide seismic strapping for water heater per CPC section 507.2. Strapping shall be at points within the upper 1/3 and lower 1/3 of the heater's vertical dimension. At the lower point, a 4" minimum distance shall be maintained above the controls with the strapping.

P18. Add a note to the plan "The minimum water pressure supplied to the most remote fixture shall be not less than the requirements of that fixture and not less than 15 PSI, whichever is higher. (CPC 608.1)"

ELECTRICAL: [Reviewer; email@interwestgrp.com; phone]

E1. The index for electrical sheets listed on the title sheet doesn't match the electrical sheets provided in plan set. Please revise discrepancy.

E2. Sheet E2.1 Please show solar ready zone on roof and conduit pathway down to the electrical room. California Energy Code, Sec. 110.10(b), (c), (d)

E3. Sheet E4.2 The main service disconnect shall be marked permanently. CEC 230.70(B)

E4. Sheet E4.2 Please perform a short circuit calculation based on the utility company's maximum fault current available at project site to justify the 65k AIC rating specified. CEC 110.9, and 110.10

E5. Sheet E4.2 The main switchboard shall be legibly marked in the field with the maximum available fault current. The field marking shall include the date the fault-current calculation was performed. CEC 110.24(A)

E6. Sheet E4.2 Please show the service voltage rating on the single line diagram.

ENERGY COMPLIANCE:

Electrical Compliance: [Reviewer; email@interwestgrp.com; phone]

EE1. Please provide Title 24 energy compliance forms for indoor and outdoor lighting.

Mechanical Compliance: [Reviewer; email@interwestgrp.com; phone]

No comments in this section. RA. 11.18.2023.

Envelope Compliance: [Reviewer; email@interwestgrp.com; phone]

EC1. Please provide window schedule for the store front glazing requirements per the energy forms. Include the U and SHGC values with appropriate square footages.

EC2. Please mark all boxes (Page 2 of 6) on NRCC-SAB-E form. Additional comments may follow.

CalGREEN: [Reviewer; email@interwestgrp.com; phone]

CG1. Fill in the compliance check boxes for each section on the plan CalGREEN sheets. (Y or NA, Respon. Party)

CG2. Provide a construction waste management plan per CGBSC Section 5.408.1. Coordinate with City of Wildomar requirements. **Note this on the cover sheet of the plans as written.**

STRUCTURAL: [Reviewer; email@interwestgrp.com; phone]

S1. Sheet S-1:

A. Geotechnical Investigation Report/Soils Report: The proposed project requires the Geotechnical Investigation Report/Soils Report. Provide and submit it for next recheck. Provide and show the job/project number and information for the geotechnical investigation report/soils report on structural plan.

B. Geotechnical Investigation Report/Soils Report: Foundation plans and all related construction drawings, details, and documents should be reviewed by soils/geotechnical engineer. Verify that recommendations of the geotechnical investigation report/soils report are incorporated into drawings.

- Provide final approval letter from soils/geotechnical engineer with no exceptions taken.

C. Anchorage Connection: Where tension anchor reinforcement is used in lieu of concrete breakout calculations, dimension and detail the reinforcement per ACI 318 Chapter 17 and Fig. R174.2.9 as follows:

1. Provide anchor reinforcement in the direction of the load. (R17.3.2.1, Fig R17.4.2.9)
2. Provide and dimension anchor reinforcement at a distance less than or equal to 0.5hef from the anchor or anchor group. (Fig R17.4.2.9)
3. Develop and dimension the reinforcement on both sides of the breakout surface per the requirements of ACI Chapter 25. (17.4.2.9)
4. Where hooked (bent) bars are used, detail standard hooks per ACI 318 Section 25.3. Do not include the hooked bars in the development length. (ACI 318 Fig. R25.4.3.2a&b)

[END]

Plan Review Letter Example - Retail Store

Only the General Comments are shown in the example below for the sake of saving space. The full Plan Review Letter Example is available upon request.

December 14, 2023

INTERWEST
A SAFEbuilt COMPANY

CITY OF XXXXXX - FIRST REVIEW
Permit No: XXXXX
Interwest No.: xxxxxxxxx

Mr./Ms. Name, Title
Company
Address1
Address2
email@email.com

Plan Review: **NEW INDUSTRIAL HUB BLDG**
Address:

Interwest Consulting Group has completed a **first code compliance review** of the following documents:

1. Drawings: PDF of following:

   a. A-A0-100 through A-A3-426 dated 11/22/23 by FISHER CONSTRUCTION GROUP.
   b. G-A0-001 through G-A0-502 dated 11/22/23 by FISHER CONSTRUCTION GROUP.
   c. S-A0-001 through S-A3-412 dated 11//22/23 by FISHER CONSTRUCTION GROUP.
   d. H-A0-001 through H-A3.2-400 dated 11/22/23 by AE Group Mechanical Engineers.
   e. P-A0-001 through P-A3.2-400 dated 11/22/23 by AE Group Mechanical Engineers.
   f. E-A0-1.00 through E-A0-27.0 dated 11/22/23 by BARNUM & CELILLO.
   g. R-A0-001 through RQ-A0-601 dated 11/22/23 by INOVATIVE REFRIGRATION SYSTEMS, INC.

2. Structural Calculations: PDF dated 11/22/23 by PMS Consulting Engineers.

3. Energy Compliance Documentation: PDF dated 11/22/23 by AE Group Mechanical Engineers.

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review. **Plan review comments follow on the attached list.**

Please submit an itemized response letter with **complete and revised** documents directly to the City of xxxxxx Building Department.

Sincerely,

INTERWEST CONSULTING GROUP

Plans Examiner	Engineer	Engineer	Engineer
ICC Plans Examiner	MEP Engineer	Senior Engineer	Structural Engineer

1 Jenner Suite 160
Irvine, CA 92618
714.899.9039
INTERWESTGRP.COM

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):
S-1/F-1	**827,873 S.F. BLDG A**
Total Area:	**827,873 S.F.**
Building Height:	**49 '**
Building Stories:	**1**
Type of Construction:	**II-B**
Occupant Load:	**2030**
Sprinklered:	**Y**
Valuation:	**$ 78,797,425**

Wildland Urban Interface (WUI) Fire Area?	**N**
Flood Zone:	**AE**

Risk Category:	**II**
Site Class (seismic):	**TBD-See Comments**
Seismic Design Category:	**TBD-See Comments**
Special Wind Region:	**N**
Snow Loads:	**Y**

GENERAL COMMENTS:

G1. The following plan review documents are based on the **City of xxxxxxx** Building Regulations. The following comments reference the 2022 California Building Standards Code as amended by the **City of xxxxxx** unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Reviewer; email@interwestgrp.com; phone]

A1. Provide approval, from Planning, Fire Public works, Health Department, and all applicable public agencies.

A2. Please provide check the listed occupancy group, as it appears to have F-1 occupancy. Justify why S-1 occupancy is being used, while there is food processing in some areas of the HUB.

A3 Please indicate the fire sprinkler type and status and number of stories for the proposed structure.

A4. Please list all the items which will require deferred submittal.

A5. Please provide complete egress analysis, including common path of egress, exit access, required exit width, and required number of exits. Please clearly demonstrate and show on the egress plan all the above items.

A6. Please ensure that all exits serving more than 50 occupants are to swing in the direction of travel.

A7. Please check all exit doors hardware and ensure that they fully comply with the requirements of chapter 10, particularly leachable doors, which serve more than 50 Occupants.

A8. Please indicate on plans that high pile storage racks are under separate review and approval.

A9. Please check for any requirements occupancy separation, between the dry charging room and the warehouse area, based on the occupancy group requirements.

A10. Please check for any requirements occupancy separation, between the battery charging room and the warehouse area, based on the occupancy group requirements.

A11. Please provide construction details for the T-bar ceiling installation and ensure full compliance with the requirements of the 2022 CBC and ASCE7-16.

A12. Please check safety glazing requirements, for all glazing which is in hazardous locations as specified in chapter 24 of the CBC.

A13. Please provide architectural information and details for all proposed canopy roofs and metal decks.

A14. Add note to plans: The load resistance of glass under uniform load shall be determined in accordance with ASTM E1300.

A15. Applications for which no permit is issued within 180 days following the date of application shall automatically expire. Note on plans.

A16. Every permit issued shall become invalid unless work authorized is commenced within 180 days after its issuance or if the work authorized is suspended or abandoned for a period of 180

A17. Please check any requirements for additional ventilation for the battery charging area and dry charging area.

A18. Please check draft stop requirements for ceiling areas above the high pile racks. Provide details and information.

A19. Please show the stairs tower on the main floor plan.

A20. Please provide 42" guardrails for all stairs landing which a height of over 30" above adjacent grade. Show construction details.

A21. Every assembly area shall have the occupant load posted in a conspicuous place near the main exit of the room, per CBC 1004.3.

A22. Note on plans that exterior building signage shall be submitted and permitted separately.

A23. Plans shall specify exit doors are openable from the inside without the use of a key, special knowledge or effort. (CBC 1010.1.9.3).

A24. **Provide the following notes on plan** per RMI 1.4.1. The owner shall maintain the structural integrity of the rack system by assuring proper operational, housekeeping, and maintenance procedures, but not limited to, the following:

a) Prohibit any overloading of any pallet positions and of the overall rack system.
b) Regularly inspect for damage. If damage is found, immediately unload the affected area and replace or repair any damaged columns, beams, or other structural components.
c) Require all pallets to be maintained in good, safe, operating condition.
d) Ensure that pallets are properly placed onto pallet load support members in properly stacked and stable position.
e) Require that all goods stored on each pallet be properly stacked and stable.
f) Prohibit double stacking of any pallet position, including the topmost position, unless the rack system is specifically designed for such loading.
g) Ensure that the racks are not modified or rearranged in a manner not within the original design configuration.

A25. Provide an approved High Pile Permit from the Fire Department.

A26. Note on the plans: All rack installation and racks manufactured in conformity with the code shall display in one or more conspicuous locations a permanent plaque each not less than 50 square inches in area and showing the maximum permissible unit load in clear, legible print. (RMI 1.4.2)

SITE ACCESSIBILITY: [Reviewer; email@interwestgrp.com; phone]

Sheet A-A0-101

SA1. Under PROJECT DATA, please make a distinction between EV Capable Spaces and EVCS.

SA2. EVCS complying with Section 11B-812 shall be provided in accordance with Section 11B-228.3.2 for each combination of charging level and EV connector type integral to the EV charger. Each combination of charging level (such as: AC Level 1, AC Level 2, DC Fast Charge) and EV connector type shall be considered as a facility. Where EVCS are provided in more than one facility on a site, the number of EVCS complying with Section 11B-228.3.2 provided on the site shall be calculated according to the number required for each facility. [CBC 11B-228.3.2]

SA3. Where EVCS are provided for public use or common use, EVCS complying with Section 11B-812 shall be provided in accordance with Table 11B-228.3.2.1. [CBC 11B-228.3.2.1] Indicate the number of Van Accessible, Standard Accessible, and Ambulatory EVCS provided.

SA4. Parking spaces complying with Section 11B-502 that serve a particular building or facility shall be located on the shortest accessible route from parking to an entrance complying with Section 11B-206.4. Where parking serves more than one accessible entrance, parking spaces complying with Section 11B-502 shall be dispersed and located on the shortest accessible route to the accessible entrances. In parking facilities that do not serve a particular building or facility, parking spaces complying with Section 11B-502 shall be located on the shortest accessible route to an accessible pedestrian entrance of the parking facility. [CBC 11B-208.3.1]

SA5. Please provide notes and specifications for accessible routes:

a. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48. [CBC 11B-403.3]
b. The clear width for sidewalks and walks shall be 48 inches minimum. [CBC 11B-403.5.1]
c. Floor and ground surfaces shall be stable, firm and slip resistant. [CBC 11B-302.1]
d. Changes in level of 1/4 inch high maximum shall be permitted to be vertical and without edge treatment. Changes in level between 1/4 inch high minimum and 1/2 inch high maximum shall be beveled with a slope not steeper than 1:2. [CBC 11B-302.2-3]
e. Objects with leading edges more than 27 inches and not more than 80 inches above the finish floor or ground shall protrude 4 inches maximum horizontally into the circulation path. [CBC 11B-307.2]
f. Vertical clearance shall be 80 inches high minimum. [CBC 11B-307.4]

SA6. At least one accessible route shall connect accessible buildings, accessible facilities, accessible elements and accessible spaces that are on the same site. [CBC 206.2.2] Please identify the accessible routes throughout the site plan.

SA7. Please provide details of the accessible EVCS and show compliance with CBC 11B-812.

Sheet G-A0-402

SA8. On detail 24: Where the turning space has one entrance/exit point other than the sloped ramp segments, detectable warnings shall be 36 inches deep, as measured perpendicular to the curb, and the turning space

Plan Review Letter Example - Major Commercial Tenant Improvement Project

April 17, 2024

CITY OF XXXXXX - FIRST REVIEW
Permit No: XXXXX
Interwest No.: xxxxxxxxx

Mr./Ms. Name, Title
Company
Address1
Address2
email@email.com

Plan Review: **Tenant Improvement**
Address:

Interwest Consulting Group has completed a **first code compliance review** of the following documents on behalf of the **City of xxxxxxx**:

1. Drawings: Digital copy of following:

   a. A0.01 dated 04/03/2024 by Symmetry 8 Studio.
   b. A0.10 through A0.13, A0.20 through A0.23, A0.30, A0.40 dated 03/26/2024 by Symmetry 8 Studio.
   c. A1.01, A1.02, A3.01, A3.02, A4.01, A4.02, A5.01, A5.02, A5.03, A5.04, A6.01, A6.02, A7.00, A7.01, A8.00, A8.01, A9.00, A9.01 dated 03/26/2024 by Symmetry 8 Studio.
   d. S001, S200 through S202, S300 through S302 10/18/2023 by MYB Engineers.
   e. E-0.1, E-2, E-7 through E-7.2, E-8 through E-8.2, E-9 through E-22 dated 03/26/2024 by Engineering Resources.
   f. M-1.1 through M-1.3, M-2.3 through M-2.6, M-3, M-4.1, M-4.2, M-5.1, M-5.2, M-6, M-7.1, M-7.2 dated 03/26/2024 by Engineering Resources.
   g. P-1, P-2.3, P-2.4 dated 03/26/2024 by Engineering Resources.

2. Structural Calculations: Dated 3/26/24 by MYB Engineers.

3. Energy Compliance Documentation: Attached to set dated 03/26/2024 by Engineering Resources Electrical.

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review. **Plan review comments follow on the attached list.**

Please submit an itemized response letter and three (3) complete copies and revised documents directly to City of xxxxxx Building Division.

Sincerely,

INTERWEST CONSULTING GROUP

Plans Examiner
ICC Plans Examiner

Plans Examiner
ICC MEP Plans Examiner

1500 S. Haven Ave | Suite 220
Ontario, CA 91761

909.295-3142

INTERWESTGRP.COM

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):
B	**71,195**
A3	**1,376**
Total Area:	**72,571**
Building Height:	**65'**
Building Stories:	**2**
Type of Construction:	**III-N**
Occupant Load:	**485**
Sprinklered:	**Y**
Valuation:	**$3,500,000 (stated)**

Risk Category:	**II**
Site Class (seismic):	**D-default**
Seismic Design Category:	**D**
Special Wind Region:	**N**
Snow Loads:	**N**

GENERAL COMMENTS:

G1. The following plan review documents are based on the **City of xxxxxxxxx** Building Regulations. The following comments reference the 2022 California Building Standards Code as amended by the **City of xxxxxxxx** unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Reviewer; email@interwestgrp.com; phone]

Sheet A0.01:

A1. The second Drawing A5.03 in the index shall be corrected to reflect Drawing A5.04. Please review and revise.

A2. Type of construction should be III-B and not III-N.

Sheets A1.01 & A1.02:

A3. **Show all required** fire extinguisher locations on the Floor Plan per code and local fire department requirements. Specify the size of the units to be installed. [CBC tables 906.3(1) & 906.3(2)].

A4. **Doors:** Show and clarify that the doors equipped with a key operated locking device shall have a readily visible, durable sign posted on the egress side adjacent to the door stating: "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED". The sign shall have one-inch-high letters on a contrasting background. ***[CBC 1010.2.4]***

Sheet A9.01:

A5. Provide a compression strut at the lateral brace point to resist the vertical component induced by the bracing wires.

A6. Add the following notes to detail 01:

a. A heavy-duty T-bar grid system shall be used.

b. For ceiling area exceeding 1000 sf, horizontal restraint of the ceiling to the structural system shall be provided. The tributary areas of the horizontal restraints shall be approximately equal.

c. Except where rigid braces are used to limit lateral deflections, sprinkler heads and other penetration shall have a 2-inch oversized ring, sleeves, or adapter through the ceiling tile to allow for free movement of at least 1 inch in all horizontal directions.

d. Light fixtures must be positively attached to the suspended system. Attached device must be able to withstand 100% of the fixture weight. If light fixture is 56 pounds or less, must have two 12-gauge wires attached at diagonal corners. If more than 56 pounds, must be independently supported from the building structure.

e. Changes in ceiling plan elevations shall be provided with positive bracing.

f. Cable tray and electrical conduits shall be supported independently of the ceiling.

g. Expansion joints shall be provided in the ceiling at intersections of corridors and at junctions of corridors and lobbies or other similar areas.

h. Show locations of the fixed side and floating side on the plans.

SITE ACCESSIBILITY: [Reviewer; email@interwestgrp.com; phone]

Sheet A0.30

SA1. Detectable warning surfaces shall be yellow and approximate FS 33538 of SAE AMS-STD-595A. [CBC 11B-705.1.1.3.1]

ACCESSIBILITY: [Reviewer; email@interwestgrp.com; phone]

Sheet A0.40

AC1. Separate toilet facilities shall be provided for each sex. [CPC 422.2] Geometric symbols complying with Section 11B-703.7.2.6 shall be provided at entrances to toilet and bathing rooms. [CBC 11B-216.8.1]

Sheet A5.01

AC2. An assistive listening system shall be provided in assembly areas, including conference and meeting rooms. [CBC 11B-219.2]

The minimum number of receivers to be provided shall be equal to 4 percent of the total number of seats, but in no case less than two. Twenty-five percent minimum of receivers provided, but no fewer than two, shall be hearing-aid compatible in accordance with Section 11B-706.3. [CBC 11B-219.3]

Each assembly area required by Section 11B-219 to provide assistive listening systems shall provide signs informing patrons of the availability of the assistive listening system. The sign shall include wording that states "Assistive-Listening System Available" and shall be posted in a prominent place at or near the assembly area entrance. Assistive listening signs shall comply with Section 11B-703.5 and shall include the International Symbol of Access for Hearing Loss complying with Section 11B-703.7.2.4. [CBC 11B-216.10]

Sheet A3.01

AC3. Please provide existing and demolition plans for review.

AC4. Please show the maneuvering clearance templates at each door in accordance with CBC Table 11B-404.2.4.1.

MECHANICAL: [Reviewer; email@interwestgrp.com; phone]

M1. Sheet M-1.2

A. Please modify point number 7 with the California green note. provide regularly occupied areas of the building with air filtration media for outside and return air that provides at least a Minimum Efficiency Reporting Value (MERV) of 13.

B. At the time of rough installation and during storage on the construction site until the final startup of the heating cooling and ventilation equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheet metal, or other methods acceptable to the enforcing agency to

reduce the amount of dust, water or debris which may enter the system (Cal Green 5.504.3). Note to be added to the plan.

C. The Heating and cooling duct system should be sized in accordance with one of the recognized methods of ASHRAE, ACCA, or other approved methods. A statement should be included in the plans that one of the above methods has been used to size the duct system. Section 601.2 of the CMC.

D. Ductwork shall be leak tested in accordance with SMACNA HVAC air duct leakage test manual SEC.603.10.1.

E. Provide duct-type smoke detectors in the supply air ducts in every air conditioning system supplying more than 2,000 cfm.

M2. Sheets M-2.3, M-2.4

A. Please provide a building air balance table for the Area, Supply air, return air, outside air, Exhaust air, and pressurization.

B. please show the manual volume dampers at all supply terminal branches.

C. Please show all fire and smoke-rated walls and ceilings on mechanical plans. (CBC 705 through 711). Please provide a detailed drawing showing duct penetration through fire-rated walls.

D. please provide the CFM for all supply and return air grills. Some of the CFM are missing.

E. wrap concealed ducts with fiberglass duct insulation wrap (all supply ducts to have vapor barrier). all new supply and return duct insulation within the building to have a minimum 8.0 R-value.

M4. Sheets M5.1, M-5.2

A. Please provide seismic restraints to all ductwork, pipes, and equipment support in accordance with the latest SMACNA guideline for seismic restraint of mechanical systems. Suspended equipment shall be provided with seismic anchorage and isolation supports.

PLUMBING: [Reviewer; email@interwestgrp.com; phone]

P1. Sheets P-2.3, P-2.4

A. Limitation of Hot Water Temperature for Public Lavatories. Hot water delivered from public-use lavatories shall be limited to a maximum temperature of 120°F (49°C) by a device that is in accordance with ASSE 1070 or CSA B125.3. CPC 407.3.

B. new or repaired potable water systems shall be disinfected prior to use where required by the Authority Having Jurisdiction. The method to be followed shall be that prescribed by the Health Authority or as prescribed by CPC 609.9(1) through (4).

C. Instantaneous water heaters with an input rating greater than 6.8 kBTU/hr (2kW) shall have isolation valves on both the cold-water supply and the hot water pipe leaving the water heater, and hose bibs or other fittings on each valve for flushing the water heater when the valves are closed. (Title 24 Part 6, 110.3(c).7).

D. Provide details of typical pipe hangers and supports used for this project. CPC Table 313.3

E. Domestic water pipe shall be tested per CPC 609.4. Drainage and vent pipe shall be tested per CPC 712.0 and bleeding sewer per CPC 723.0.

ELECTRICAL: [Reviewer; email@interwestgrp.com; phone]

E1. Sheet E-2

A. All new circuit breakers should match the existing type and have the highest A.I.C. rating.

B. Provide a note on single-line diagrams that all lugs shall be rated for a minimum 75-degree F.

C. Arc flash hazard warning label on the switchboard shall be provided in accordance with CEC 110.16.

E2. Sheets E-7 to E-8.2

A. Energy Code 130.0(c) requires the manufacturer's cut sheets to be provided with the plans to justify the installed wattages claimed on the forms for all LED fixtures (also see Table F, footnote 2). Provide cut sheets on the plan sheets or separate documents submitted for plan check verification.

B. All emergency and exit lights shall be provided with a minimum 90-minute rated capacity of emergency battery under full load. CBC 1008.3.4 & CEC 700.12.C.

C. Add a note to the plans - Test for illumination and exit signs, including directional exit signs powered by either the normal premises wiring or any additionally required emergency systems shall be conducted in the presence of the building inspection staff to ensure compliance. The test times for emergency systems shall be arranged in advance and all staffing costs associated with either pre-hours or after-hours shall be paid at this time. The testing and approval of such systems shall occur before issuing a Temporary Certificate of Approval or final approval of the project. Approved Date: _____ Approved By: _____.

E3. Sheets E-9 to E10

A. Kitchens or areas with a sink and permanent provisions for either food preparation or cooking all receptacles should be protected by GFCI. CEC210.8.B.2.

B. all garbage disposals shall also be GFCI-protected. CEC 210.8(B)(5).

C. All branch circuit penetrations through rated walls, floors, or ceilings shall be sealed with UL-listed and approved rated sealants/assemblies. perform penetrations such that a fire rating of the roof and/or walls is maintained.

D. Please provide an individual branch circuit for the microwave oven if required by the manufacturer's installation instructions. Provide another for the kitchen hood if the cord and plug are connected. CEC 422.16(B)(4).

E4. Sheets E-11, and E-12 Please show the rating of all disconnect switches on the plan or clarify with a note that all disconnect switches will match the breaker /switch size protecting the same branch circuit/feeder in the panel respectively. CEC 240.4; CEC 220.18(A).

E5. Sheets E-17, and E-18 Please clarify the GFI circuit in the load schedule if applicable.

ENERGY COMPLIANCE:

Electrical Compliance: [Reviewer; email@interwestgrp.com; phone]
EE1. Please provide the light fixture schedule to check the T-24.

Mechanical Compliance: [Reviewer; email@interwestgrp.com; phone]

EM1. No comments in this section.

Envelope Compliance: [[Reviewer; email@interwestgrp.com; phone]

No comments this section JFN April 10, 2024

CalGREEN: [Reviewer; email@interwestgrp.com; phone]

CG1. Construction waste shall be recycled per a construction waste management plan compliant with CGBSC Section 5.408.1. Recycle and/or salvage for reuse a minimum of 65% of the nonhazardous construction and demolition waste. Provide a note on the cover page that a construction waste management plan will be completed prior to final inspection. The plan shall also be coordinated with City requirements and procedures. **Also on sheet A0.13 this section is noted as "N/A" this should be Y.**

STRUCTURAL: [Reviewer; email@interwestgrp.com; phone]

Sheet S001
S1. Please include the design data in accordance with CBC 1603.1.

S2. Any existing gravity load-carrying structural element for which an alteration causes an increase in design dead, live or snow load, including snow drift effects, of more than 5 percent shall be replaced or altered as needed to carry the gravity loads required by the California Building Code for new structures. [CEBC 503.3] Please verify adequacy of the (E) steel web joists supporting the proposed steel beams.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

Plan Review Letter Example - New Single-Family Dwelling

June 5, 2024

CITY OF XXXXXXXXXXX- FIRST REVIEW
Permit No: X26-0
Interwest No.: xxx-

Mr./Ms. Name, Title
Company
Address1
Address2
email@email.com

Plan Review: **Residential (22 new SFD w/3 floor plans)**
Address:

Interwest Consulting Group has completed a **first code compliance review** of the following documents on behalf of the **City of xxxxxxxxx**:

1. Drawings: PDF files of following:
   a. A0.00 through D5.1 dated 05/02/2024 by WHA.
   b. SN1 through SD3 dated 04/24/2024 by GOUVIS Engineering.
   c. T24.1a through T24.MM dated 04/30/2024 by Pacific InterWest.
   d. P1.0 through P3.4 dated 04/24/2024 by 20/20 Plumbing & Heating, Inc.
   e. M0.0 through M3.1 dated 01/01/2024 by True Air Mechanical.

2. Structural Calculations: PDF file dated 04/24/2024 by GOUVIS Engineering.

3. Energy Compliance Documentation: PDF file, Title 24 Energy Report dated 04/30/2024 by Pacific InterWest, Energy Consultants.

4. Geotechnical Investigation: PDF files of following:

   a. Updated Geotechnical Report dated 03/15/2022 by GEOTEK.
   b. Change of Geotechnical Engineer of Record Letter dated 04/15/2022 by GEOTEK.

5. Miscellaneous Documents: PDF file of the following:

   a. Truss Package dated 05/01/2024 by Inland Empire Truss, Inc.

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review. **Plan review comments follow on the attached list.**

Please submit an itemized response letter, **complete revised** documents, and plans directly to City of xxxxxxxx

1500 S. Haven Ave | Suite 220
Ontario, CA 91761
909.295-3142
INTERWESTGRP.COM

Sincerely,

INTERWEST CONSULTING GROUP

Plans Examiner — Engineer
Plans Examiner — Civil Engineer

Plan 1

Occupancy Group:	Area (sq. ft.):
R3	**3,511**
Garage	**672**
Courtyard	**191**
Portico	**108**
Porch	**268**
Total Area:	**4,750**
Building Height:	**20'-10"**
Building Stories:	**1**
Type of Construction:	**VB**
Occupant Load:	**<10**
Sprinklered:	**Y**
Valuation:	**Not Listed**

Wildland Urban Interface (WUI) Fire Area?	**N**
Flood Zone:	**AE**

Risk Category:	**II**
Site Class (seismic):	**D**
Seismic Design Category:	**D**
Special Wind Region:	**N**
Snow Loads:	**N**

Plan 2

Occupancy Group:	Area (sq. ft.):
R3	**4,770**
Garage	**789**
Front Porch	**140**
Rear Porch	**247**
Total Area:	**5,946**
Building Height:	**28'- 4"**
Building Stories:	**2**
Type of Construction:	**VB**
Occupant Load:	**<10**
Sprinklered:	**Y**
Valuation:	**Not Listed**

Wildland Urban Interface (WUI) Fire Area?	**N**
Flood Zone:	**AE**

Risk Category:	**II**
Site Class (seismic):	**D**
Seismic Design Category:	**D**
Special Wind Region:	**N**
Snow Loads:	**N**

Plan 3

Occupancy Group:	Area (sq. ft.):
R3	**5,012**
Garage	**864**
Entry Porch	**97**
Rear Porch	**211**
Total Area:	**6,184**
Building Height:	**34'-2"**
Building Stories:	**2**
Type of Construction:	**VB**
Occupant Load:	**<10**
Sprinklered:	**Y**
Valuation:	**Not Listed**

Wildland Urban Interface (WUI) Fire Area?	**N**
Flood Zone:	**AE**

Risk Category:	**II**
Site Class (seismic):	**D**
Seismic Design Category:	**D**
Special Wind Region:	**N**
Snow Loads:	**N**

GENERAL COMMENTS:

G1. The following plan review documents are based on the **City of xxxxxxxx** Building Regulations. The following comments reference the 2022 California Building Standards Code as amended by the **City of xxxxxxxxx** unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Reviewer; email@interwestgrp.com; phone]

A1. Sheet A3.4.1, Sheet A3.6.1, Provide total building height on Exterior Elevations for Plan 3.

A2. Add note to plans: The load resistance of glass under uniform load shall be determined in accordance with ASTM E1300.

A3. Sheet SD1 Detail # 21 Reference detail to Foundation Plans.

A4. A minimum of 1" of airspace shall be provided between the insulation and the roof sheathing at the vent location per CRC R806.3. Add notes or detail.

A5. Note on the cover sheet of the plans that the installation of the PV system shall be completed prior to final inspection.

A6. Specify shower finish material. If applicable, specify fiber-cement, fiber-mat reinforced concrete, glass mat gypsum backers, or fiber-reinforced gypsum backers shall be used as a base for ceramic wall tiles in tub and shower areas as well as wall panels in shower areas, per CRC R702.4.2. **Green board shall not be used.** Note on plans.

A7. Sheet D1.1 Detail #1 Provide complete requirements for adhered veneer installation in plan set.

A8. Sheet D1.2 Provide complete information for type of building paper required. Provide exterior wall water resistive barrier notes and details. One layer of No. 15 asphalt felt, complying with ASTM D 226 for Type 1 felt, or another approved water-resistive barrier, is required for the exterior. Such material shall be applied horizontally, with the upper layer lapped over the lower layer not less than 2" and where joints occur, the material shall be lapped not less than 6 inches. Where applied over wood-based sheathing, a performance at least equivalent to two layers of Grade D paper is required. (R703.2, R703.7.3 CRC) Show on plans.

A9. Applications for which no permit is issued within 180 days following the date of application shall automatically expire. (R105.3.2 CRC) Note on plans.

A10. Every permit issued shall become invalid unless work authorized is commenced within 180 days after its issuance or if the work authorized is suspended or abandoned for a period of 180 days. A successful inspection must be obtained within 180 days. Note on plans. (R105.5 CRC)

A11. All emergency escape and rescue openings shall have a minimum clear opening of 5.0 square feet on first floor 5.7 square feet on second floor with a minimum net clear opening height of 24 inches and width of 20 inches, which shall be addressed on plans, per CRC R310.2.1. The bottom of the clear opening shall not be greater than 44 inches from the floor, per CRC R310.2.2. Note on plans and provide a detail.

A12. Provide safety glass for all windows adjacent to stairs and landings as required, per CRC R308.4.6.

A13. Roof covering for new construction shall be a Class A or Class B or Class C roof assembly. (R902.1 Amended CRC) Note on plans.

A14. Provide complete guard details, per CRC R312. Note on plans that spacing between the vertical pickets at Guards is less than 4" and open space at bottom of guard is less than 4", per CRC R312.1.3. Provide elevation.

A15. Provide manufacturer's data sheet for pre-manufactured fireplaces showing specifications and recommended installation standards. Provide U.L. listing for pre-manufactured fireplaces. 2022 CRC R1004.1. Provide manufacturer's data sheet for the proposed metallic flu vent showing specifications, recommended installation standards and U.L. listing. Provide fresh air intake unless the room is mechanically ventilated and controlled so that the indoor pressure is neutral or positive. 2022 CRC R1006.1.

A16. Sheet A0.00 Add Rancho Cucamonga Municipal Code to list of codes.

A17. Sheet D5.1 Detail #19 Provide detail title.

A18. Sheet D5.1 Detail F Provide Structural Calculations and details for guard. Reference to specific Structural details. Provide shop drawings for guard per note on detail.

MECHANICAL: [Reviewer; email@interwestgrp.com; phone]

M1. Sheet M0.0 Revise all code references to 2022 codes.

PLUMBING: [Reviewer; email@interwestgrp.com; phone]

P1. All hose bibs must have an approved anti-siphon device. (CPC 603.5.7) Note on plans.

P2. Domestic dishwashers require an approved dishwasher air gap fitting on the discharge side of the dishwasher. Listed air gaps shall be installed with the flood-level (FL) marking at or above the flood-level of the sink or drainboard, whichever is higher. (CPC 807.3) Note on plans.

ELECTRICAL: [Reviewer; email@interwestgrp.com; phone]

E1. Note on the plans that the branch circuit serving the garage receptacles shall not serve outlets outside of the garage. CEC 210.52(G)(1).

E2. Clothes dryers and electric ranges shall have a 4-wire grounded electrical outlet per CEC 250.140. Add notes as applicable. Electric range requires a minimum of 40-amp wire (#8 copper or #6 aluminum), per CEC 220-19.

E3. Provide location and size of electrical panel on the electrical plan. Provide grounding method.

E4. The California Business and Professions Code 5536.1 requires all persons preparing or being in responsible control of the plans shall sign the plans. Provide the appropriate designer's signature on the Load Calculations.

E5. Provide a separate circuit for the laundry equipment, note on the electrical plan.

E6. Provide a 120 V receptacle shall located within three (3) feet of water heater and shall be accessible to the water heaters with no obstructions per CEC 150.0(n).

E7. Sheet A3.2.1 Keynote 451 Remove reference to 'Approved'. Provide specific type and size of conduit required.

ENERGY COMPLIANCE: [Reviewer; email@interwestgrp.com; phone]

EC1. Provide U value of windows on plans, per the energy calculations.

EC2. The capacity of the kitchen hood exhaust shall comply with 150.0(o)1G iii b of the CEnC. The hood shall meet or exceed either the minimum airflow in accordance with Table 150.0-E of the minimum capture efficiency in accordance with the Table 150.0-E, and Table 150.0-G. Capture efficiency ratings shall be determined in accordance with ASTM E3087 and listed in a product directory approved by the Energy Commission. Please demonstrate the chosen method of compliance in the plan and include the CFM of the fan. The CFM of the kitchen hood is based upon the specification of the above noted table. Per the 2022 CEnC, **it is no longer the standard 100 CFM**. See Tables 150.0-E, and 150.0-G for compliance options. The hood shall exhaust directly to the outside. Revise plans.

EC3. The attic access panel shall be gasketed to prevent air leakage and have permanently attached insulation, per CEC 150.0(a) 2. Note on plans.

EC4. A lighting schedule shall be submitted to homeowners or occupants at the time of occupancy. This lighting schedule should describe all interior luminaires and lamps installed in the home. Note this on the plans.

EC5. Provide the following note on the drawings: "After installing wall, ceiling, or floor insulation, the installer shall make available to the enforcement agency or post in a conspicuous location in the building a

certificate signed by the installer stating that the installation is consistent with the plans and specifications. The certificate shall also state the manufacturer's name and material identification, the installed R-value.

EC6. Lighting in habitable spaces, including but not limited to living rooms, dining rooms, kitchens and bedrooms, shall have readily accessible wall-mounted dimming controls that allow the lighting to be manually adjusted up and down. Forward phase cut dimmers controlling LED light sources in these spaces shall comply with NEMA SSL 7A. Please demonstrate in the plan via symbol. (150.0(k)2F CEnC)

EC7. Note on the plans that all new lighting shall be high efficacy, per CEC 150.0(k)1A.

EC8. All outdoor lighting shall be controlled by a manual ON and OFF switch that does not override to ON and one of the following: Controlled by photocell and motion sensor, Photo control and automatic switch control, Astronomical time clock, or Energy management control system. Note on plans.

EC9. The electrical service panel shall have a reserved space to allow for the installation of a double pole circuit breaker for the future solar electric installation. Please provide an electrical panel layout that shall indicate the reserved space for the future photovoltaic system. (CEnC 110.10 (b)B 4(e))

EC10. Indicate in the plan a location reserved for routing of conduit for the solar zone. (CEnC 110.10 (b)B 4(c))

EC11. **The proposed SFR** shall comply with the requirements of the 2022 CEnC for electric readiness. (150.0 (t u and v) CEnC) The provided Sections refer to the requirements for heat pump space heaters, electric cooktops, and electric cloths dryers' readiness. Show on the plan how compliance shall be achieved.

EC12. The capacity of the bathroom exhaust shall comply with 150.0(o)1G iii b of the CEnC. The fan shall meet or exceed either the minimum airflow in accordance with Table 150.0-E of the minimum capture efficiency in accordance with the Table 150.0-E, and Table 150.0-G. Capture efficiency ratings shall be determined in accordance with ASTM E3087 and listed in a product directory approved by the Energy Commission. Please demonstrate compliance in in the plan.

EC13. All single-family residences that include one or two dwelling units shall meet the following. All electrical components shall be installed in accordance with the California Electrical Code: (150.0(s) CEnC) Indicate and note in the plan the following requirements for the future battery storage system: (150.0(s) CEnC)

a. A minimum backed-up capacity of 60 amps and a minimum of four ESS-supplied branch circuits, or A dedicated raceway from the main service to a panelboard (subpanel) that supplies the branch circuits in Section 150.0(2). All branch circuits are permitted to be supplied by the main service panel prior to the installation of an ESS. The trade size of the raceway shall be not less than 1 inch. The panelboard that supplies the branch circuits (subpanel) must be labeled "Subpanel shall include all backed up load circuits."

b. A minimum of four branch circuits shall be identified and have their source of supply collocated at a single panelboard suitable to be supplied by the ESS. At least one circuit shall supply the refrigerator, one lighting circuit shall be located near the primary egress and at least one circuit shall supply a sleeping room receptacle outlet.

c. The main panelboard shall have a minimum busbar rating of 225 amps.

d. Sufficient space shall be reserved to allow future installation of a system isolation equipment/transfer switch within 3 feet of the main panelboard. Raceways shall be installed between the panelboard and the system isolation equipment/transfer switch location to allow the connection of backup power source.

CalGREEN: [Reviewer; email@interwestgrp.com; phone]

CG1. A minimum of 65 percent of the construction waste generated at the site shall be diverted to recycle or salvage, per CGBSC 4.408.1. Note on plans. Verify requirements with City.

STRUCTURAL: [Reviewer; email@interwestgrp.com; phone]

S1. Provide a letter from the Geotechnical Engineer stating that the drawings (i.e. –the foundation plan, the grading plan, and all pertinent details) have been reviewed, and that the geotechnical report's recommendations are properly incorporated. Any exceptions noted by the Geotechnical Engineer are to be addressed prior to resubmittal.

S2. Sheets SN1 through SD3 - The set of plans shall not be marked "Not For Bid or Construction". See Professional Engineers Act Section 6735 (a). Please revise appropriately.

S3. Sheet SN1, General Notes & Requirements – Please provide/revise the following:

A. For clarity, please indicate "moderately corrosive" on the (Design Criteria or Reinforced Concrete) for concrete strength as per Geotechnical report recommendations.

B. Pre-manufacture **truss package** shall be reviewed and accepted by the Engineer of Record prior to submission to the building department. (See Minimum Quality, item #26.)

S4. Sheet SN1.1, Special Inspection – Please include Special Inspection for prefab shear wall, Simpson's Strong-Wall, ESR-2652, section 4.3.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

Plan Review Letter Example - Single-Family Dwelling Large Addition

March 14, 2025

CITY OF XXXXX - FIRST REVIEW
Permit No: X26-0
Interwest No.: xx26-

Mr./Ms. Name, Title
Company
Address1
Address2
email@email.com

Plan Review: **Residential - E 330sf patio conv. to JADU incl. N 25sf add. & N add. to E shop for N ADU w/porch; Residential - remodel 202sf portion of E SFD & Add Addit. 46sf**
Address:

Interwest Consulting Group has completed a **first code compliance review** of the following documents on behalf of the **City of xxxxx**:

1. Drawings: Two copies of following:

   a. A-1 through A-6 dated 10.17.2024 by D' Soto.
   b. S1.0 through S5.1 dated 02.15.2025 by Castillo Engineering.
   c. T24-1 through T24-2 dated 02.15.2025 by Title 24 Consultants.

2. Structural Calculations: Two copies dated 02.15.2025 by Castillo Engineering.

3. Energy Compliance Documentation: Two copies dated 02.15.2025 by Title 24 Consultant.

4. Geotechnical Investigation: None

The applicable provisions of the 2022 California Building Standards Code were used as the basis of this review. **Plan review comments follow on the attached list.**

Please submit an itemized response letter and three (3) copies complete and revised documents directly to City of xxxxx Building Division.

Sincerely,

INTERWEST CONSULTING GROUP

Plans Examiner
Architect/ ICC Certified Plans Examiner

Engineer
Structural engineer

1500 S. Haven Ave | Suite 220
Ontario, CA 91761

909.295-3142

INTERWESTGRP.COM

PROJECT DATA:

Occupancy Group:	Area (sq. ft.):
R3	**2,626**
U	**498**
Total Area:	**3,124 sf**
Building Height:	**15'-1" residence, 13'-2" ADU, garage=?**
Building Stories:	**1**
Type of Construction:	**VB**
Sprinklered:	**TBD- See comments**
Valuation:	**TBD- See comments**

Wildland Urban Interface (WUI) Fire Area?	**TBD-See comments**
Flood Zone:	**TBD- See comments**

Risk Category:	**II**
Site Class (seismic):	**D-default**
Seismic Design Category:	**D**
Special Wind Region:	**N**
Snow Loads:	**N**

GENERAL COMMENTS:

G1. The following plan review documents are based on the **City of xxxxxx** Building Regulations. The following comments reference the 2022 California Building Standards Code as amended by the **City of xxxxxxx** unless otherwise noted.

G2. Please respond in writing to each plan review comment by marking this comment list or creating a response letter. Indicate which detail, specification, or calculation shows the requested information. At minimum, the following should be included with each plan review response:

- Page / sheet number(s), detail / specification number(s), etc., and include all applicable code section(s).
- Briefly explain in writing how the design is intended to comply with the applicable code sections.
- Please provide a narrative of revisions made outside the plan review comments.

Complete and clear responses will expedite the re-check of this project.

G3. Please be sure to include on the re-submittal the architect's and /or engineer's stamp, signature, date of signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. CBPC 5536.1 and 6735.

PLAN REVIEW COMMENTS:

BUILDING AND LIFE SAFETY: [Reviewer; email@interwestgrp.com; phone]

A1. Clarify if the project is in a high fire hazard WUI zone or a flood zone. What is the valuation for the project? These information are for reference purposes.

A2. Clarify if there are existing fire sprinkler systems for the structures. Will the new ADU have fire sprinklers?

A3. Provide floor plan and elevations for the patio addition at the garage.

A4. JADU requires an internal connection to the existing residence. The proposed JADU does not show an interior connection. Revise.

A5. For gypsum board used as the backer or base for ceramic tiles or other non-absorbent finish materials in tub or shower areas, provide fiber-cement, fiber-mat reinforced cement, glass mat gypsum or fiber-reinforced gypsum backers such as Wonder-board, Hardi-backer, Dens shield or equivalent. Note requirement on plans. CRC section R702.4.2 and Table R702.4.2. This requirement applies to all new bathrooms or tubs/showers.

A6. On sheet A-2, shade the new angled wall at unpermitted walk in closet.

A7. For all new smoke alarms:

a. Per CRC section R314.3.1, smoke alarms shall be located at least 20'-0" from cooking appliances except for ionization smoke alarms with an alarm silencing switch or photoelectric alarms which shall be permitted to be installed 10'-0" or greater from cooking appliances .

b. Photoelectric smoke alarms shall be permitted to be installed more than 6'-0" from cooking appliances where the kitchen or cooking area and adjacent spaces have no interior partitions and the 10'-0" distances would prohibit the placement of a smoke alarm.

c. Re-locate alarm or note on plans to provide an ionization alarm with an alarm silencing switch or photoelectric alarm.

d. Re-locate smoke alarm in ADU near the kitchen, closer to bedroom.

A8. The attic vent calculation appears to neglect eave vent holes per un-numbered detail on sheet A3. Clarify and revise calculation as required to incorporate eave vents.

A9. On weep screed details, indicate the placement at 2" minimum above paved areas and 4" minimum above earth. CRC section R703.7.2.1.

A10. On elevation drawings or on weep detail, indicate the exterior cement plaster finish at 7/8” thick minimum, 3 coat system, applied over 2 layers of Grade D paper.

A11. Indicate the manufacturer and ICC report for the spray foam insulation at ADU (per energy report). Also note on details the insulation shall be applied in accordance with manufacturer's instructions and ICC report.

A12. For the residence with JADU, clarify new or existing crawlspace access. Provide calculations for crawlspace vents per CRC section R408.2. Openings for crawlspace ventilation shall be located within 3'-0" of corners. Coordinate vent locations with engineer. Any existing foundation vents which are blocked by the new addition shall be compensated for.

MECHANICAL: [Reviewer; email@interwestgrp.com; phone]

M1. On residence / JADU plan, clarify if the round AC in closet is supposed to be a water heater. Is make up air required?

M2. Show heat pumps on plans where applicable.

M3. Equipment which require an external source of electrical power shall be provided with the following per CMC section 301.4:

a. A readily accessible electrical disconnecting means within sight of the equipment that completely de-energizes the equipment.

b. A 120-V ac grounding type receptacle outlet on the roof adjacent to the equipment on the supply side of the disconnect switch.

M4. Indicate on plans to provide make up air for laundry closet in accordance with manufacturer's instructions. An opening in the door or by other approved means at least 100 square inches shall be provided for make-up air. CMC section 504.4.1.

PLUMBING: [Reviewer; email@interwestgrp.com; phone]

P1. Showers and tub/shower combinations shall be provided with individual control valves of the thermostatic mixing or pressure balance type. CPC section 408.3. Note requirement on plans.

ELECTRICAL: [Reviewer; email@interwestgrp.com; phone]

E1. For the required AFCI protected receptacle outlets in kitchen and laundry room/area, indicate on plans they are either listed GFCI/AFCI combination type outlets or comply with article 210-12(A)1-6. CEC articles 210-8 and 210-12.

E2. Show at least one GFCI protected outlet at kitchen island in residence / JADU.

E3. Per City policy, show on plans the location of the 225 minimum rated panel at the house./JADU or at separate service for the ADU.

E4. It appears the existing main panel is located at the main house. Per City policy, provide a load calculation to show both the house loads and the ADU loads, including future loads, can be supported by the existing house panel.

E5. Clarify if there are dishwashers in the residences. The outlet for dishwasher shall be in the space adjacent to the space occupied by the dishwasher per CEC article 422.16(B)(2). The outlet shall be GFCI protected. Show on plans if applicable.

ENERGY COMPLIANCE:

Electrical Compliance: [Reviewer; email@interwestgrp.com; phone]

EE1. Per 2022 Building Energy Efficiency Standards section 150(s):

Energy Storage Systems (ESS) ready. The new ADU shall meet the following requirements. All electrical components shall be installed in accordance with the California Electrical Code:

1. At least one of the following shall be provided:

a. ESS ready interconnection equipment with a minimum backed-up capacity of 60 amps and a minimum of four ESS-supplied branch circuits, or

b. A dedicated raceway from the main service to a panel board (sub-panel) that supplies the branch circuits in Section 150.0(s)(2). All branch circuits are permitted to be supplied by the main service panel prior to the installation of an ESS. The trade size of the raceway shall be not less than one inch. The panel board that supplies the branch circuits (sub-panel) must be labeled "Sub-panel shall include all backed-up load circuits."

2. A minimum of four branch circuits shall be identified and have their source of supply collocated at a single panel board suitable to be supplied by the ESS. At least one circuit shall supply the refrigerator, one lighting circuit shall be located near the primary egress, and at least one circuit shall supply a sleeping room receptacle outlet.

3. The main panel board shall have a minimum busbar rating of 225 amps.

4. Sufficient space shall be reserved to allow future installation of a system isolation equipment/transfer switch within 3 feet of the main panel board. Raceways shall be installed between the panel board and the system isolation equipment/transfer switch location to allow the connection of backup power source.

EE2. For the new ADU, clarify if there are gas appliances installed. If applicable, it will trigger electric ready requirements, such as heat pump space heater, electric cooktop and electric clothes dryer. Clarify at ADU.

Mechanical Compliance: [Reviewer; email@interwestgrp.com; phone]

EM1. Indicate on plans the location of the whole house indoor air quality fan and to provide a label at a readily accessible control switch which reads "Fan to be left on for indoor air quality" or in similar wording.

EM2. Indicate on plans to provide the following components for future heat pump water heater per CEnC section 150(n):

i. Provide a designated 2.5' x 2.5' and 7' high space suitable for installation of a heat pump WH.

ii. If the designated space is within 3' from the water heater, provide a dedicated 125v, 20 amp electrical receptacle that is connected to the electrical panel with a 120/240 volt 3 conductor, 10 AWG copper branch circuit, accessible to the WH with no obstructions.

iii. Both ends of the unused conductor shall be labeled with the word "spare" and be electrically isolated. Also provide a reserve single pole circuit breaker for the branch circuit mentioned and labeled "Future 240V Use".

iv. A condensate drain that is no more than 2" higher than the base of the installed water heater and allows natural draining without pump assistance,

If the designated space is more than 3' from water heater, provide the following:

v. A dedicated 240 volt branch circuit shall installed within 3' from the designated space. The branch circuit shall be rated at 30 amps min. The blank cover shall be identified as "240V ready".

vi. The main electrical service panel shall have a reserved space to allow for the installation of a double pole circuit breaker for a future HPWH. The reserved space shall be permanently marked "For future 240V use".

vii. Either a dedicated cold water supply or the cold water supply shall pass through the designated HPWH location just before reaching the gas water heater.

viii. The hot water supply pipe coming out of the gas water heater shall be routed first through the designated HPWH location before serving any fixtures.

viiii. The hot and cold water piping in the designated HPWH location shall be exposed and readily accessible for future installation of an HPWH. A condensate drain ≤ 2 inches above the base of the installed water heater to allow for natural drainage

Envelope Compliance: [Reviewer; email@interwestgrp.com; phone]

EC1. Indicate on plans the new R15 wall insulation shall be the high performance type, no compressed fit is allowed.

EC2. It appears the JADU has a separate energy report from the main residence, which requires spray foam insulation. Is this the intent?

EC3. Attic access panels shall have permanently attached insulation using adhesive or mechanical fasteners. The access shall be gasketed to prevent air leakage. Note on plans. CEnC section 150.0(a)3.

CalGREEN: [Reviewer; email@interwestgrp.com; phone]

CG1. Incorporate the Cal Green Mandatory Measures Checklist published by the AIA or from other sources into construction documents. Make sure all applicable measures are checked off, otherwise the checklist will be "incomplete". Verify with the building department if the city has its own Green Building checklist.

STRUCTURAL: [[Reviewer; email@interwestgrp.com; phone]

S1. Sheet A-2: Existing residence floor plan calls out existing 300 sf of permitted wood patio to be converted into JADU. However, it appears an existing TV room already exists at this location. Clarify whether this room has already been permitted.

S2. Sheet S1.2, Detail 2: It appears holdown anchorage design is trying to replicate Simpson PAB's. Either review plate washer size and thickness to match those provided by Simpson or provide calculations justifying adequacy of plate washer size shown.

S3. Sheet S2.0:

A. Foundation plan:

1. Detail 1/S3.1 with epoxy hold down is proposed along shear wall X5.1 per key plan, the net uplift appears to be 2.79kips. Submit calculation to show the epoxy anchors to existing foundation is adequate. Per ACI 318-19 section 17.10.5.3(d), anchors should be designed for worst-case strength level (LRFD) tension, with seismic loading amplified by the overstrength factor. Review and revise. Please note epoxy hold downs anchor has minimal capacity and might not work on this case.

2. Specify the min. required size of the foundation with size and reinforcement callout on plans for all unpermitted legalizing structure to be verified in field by the inspector. No foundation size is provided for foundation under walk in closet at master bedroom. Similarly show those for rear porch and TV room next to porch which is been legalized.

3. Call out a detail on foundation plan to show the connection of new foundation to existing foundation. Where there is an intent to legalize the structure show the connection detail to verify in field between the unpermitted footing and existing foundation.

S4. Sheet S2.1:

A. Roof framing plan:

1. Show all the structural element sizes; connection detail, where a TV room of 146 sf is being legalized. Complete structural plan with complete load path should be shown on plans since inspector needs to verify all these on filed from roof to foundation.

2. Show all the structural element, size, connection detail where rear patio is been of 46sf is being legalized. Complete structural plan with complete load path should be shown on plans to be verified in field from roof to foundation.

3. Where unpermitted WIC was built an exterior wall was opened to create new opening. Specify the required size of beam or header.

4. 2x8 ridge board is proposed to support the rafter provide calculation to show the rafters to ceiling joist connection per detail 1/S5.0 is adequate.

5. Submit detail 5/S5.1 called out at new main house TV room, show shear transfer from existing roof to new shear wall.

6. Detail 2/S5.1 called out adjacent to master bedroom wall, where new shear wall is proposed under the existing roof, update shear transfer detail since no roofing is removed clarify the application of edge nail without removing roofing.

S5. Sheet S2.3:

A. Provide continuity ties at the diaphragm's reentrant corners and/or out-of-plane offsets, top plate breaks, truss breaks, attached accessory structures, pop up or out building sections, and at the corners of openings in the diaphragm. Please refer to ASCE 7-16, §12.1.3 ("All parts of the structure…interconnected…"); §12.8.4 (Horizontal Distribution of Forces) and § 12.10. See also SDPWS §4.1.4 (Deformation requirements) and §4.2.6 ("…sheathing shall not be used to splice boundary elements."); etc. Straps are warranted at, but not limited to, the following locations:

- Re-entrant corners at small covered porch (E-W direction).
- It appears existing building diaphragm is being used to resist lateral loading for large covered porch in the N-S plan direction. Provide tie between covered porch diaphragm and building diaphragm for load transfer. See p.71 of calculations.

S6. Sheet S2.4:

A. Foundation plan: Provide and reference detail for interface between new patio slab on grade and existing foundation.

B. Roof framing plan:

1. Detail 4/S1.3 provided does not appear to be applicable for connection between wood beam and HSS column. Review and revise.

2. Provide and reference details addressing lateral force transfer between new patio and existing garage roof diaphragms in E-W plan direction. Clarify whether ties will be required.

3. It appears existing garage shearwall will be used for lateral force resistance at patio porch roof in the N-S plan direction. See Detail 12/S5.1 Provide supporting calculations verifying the adequacy of existing shearwall for this additional lateral demand. Specify on plan

assumed shearwall length, type, and holdowns required. Provide note on plan indicating existing shearwall and holdowns shall be verified in field.

S7. Sheet S3.0, Detail 11: New footings should not surcharge existing foundation. Provide a note clarifying bottom of new footing shall match or exceed that of the existing foundation.

S8. Sheet S3.1:

A. Detail 2: Provide positive connection between existing and new footing.

B. Detail 8:

1. Specify total number of #4 ties as required per Simpson.

2. Provide dimension as required per manufacturer for all tie reinforcing shown on plan view.

C. Detail 12: Specify gap between plywood sheathing and top of concrete.

S9. Sheet S3.2:

A. Detail 4: Provide calculations for post-installed holdown anchors. Per ACI 318-19 section 17.10.5.3(d), anchors should be designed for worst case strength level (LRFD) tension, with seismic loading amplified by the overstrength factor.

B. Detail 10: Specify minimum pedestal width required.

C. Detail 11:

1. It appears special cantilevered column (R=2.5) is used on this project. Provide calculations for base plate anchorage per Section D2.6 of AISC 341-16. See AISC 341-16 section E6.6b. Note that minimum base plate strength shall not be less than those determined using overstrength factor.

2. Clarify which base plate per Detail 12 will be used for patio column.

S10. Sheet S5.0:

A. Detail 1: Address resistance to wind uplift. Review and revise as required.

B. Detail 2: Specify connection between blocking and roof diaphragm as required for load transfer between brace and roof diaphragm.

S11. Sheet S5.1, Detail 2: Provide connection existing roof diaphragm and double top plates required for shear transfer between existing roof diaphragm and new shearwall.

S12. Calculations:

A. Page 26: Specify on plan existing footing width and depth based on design assumptions. Indicate on plan existing footing size shall be verified in field.

B. Page 38: Specify on plan locations of existing shearwall based on design assumptions used for design of shearwall X5.1. Indicate on plan existing shearwalls shall be verified in field.

C. Page 44: Specify on plan locations of existing shearwall based on design assumptions used for design of shearwalls Y1.1 and Y2.1. Indicate on plan existing shearwalls shall be verified in field.

D. Page 65: Specify on plan existing footing width and depth based on design assumptions. Indicate on plan existing footing size shall be verified in field.

E. Page 91: Per ASCE 7-16 12.2.5.2, foundation elements used to support cantilever column systems shall be design using overstrength seismic load combinations. Review and revise. Verify design is still adequate.

F. Page 92: Based on R=2.5 used for design of cantilever, it appears special cantilever column system is used at patio. Provide additional calculations verifying all requirements for this system per AISC 341-16 E6 are met, including but not limited to the following:

1. Provide calculations verifying column meets highly ductile requirement per AISC 341-16 Section D1.2a.

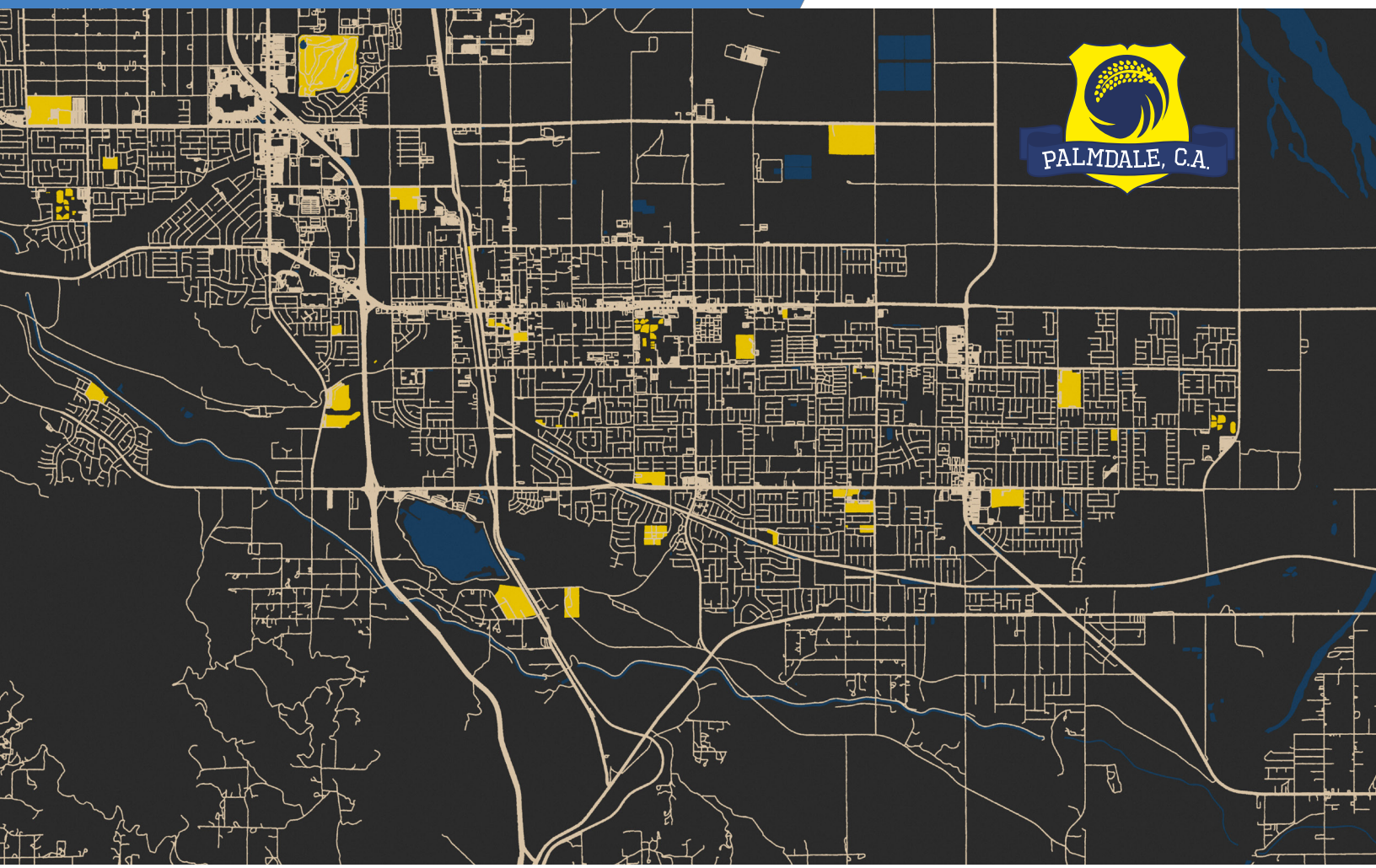
2. Column to base plate welded connection should be demand critical. Indicate this on plan.

Please contact the listed reviewers between 9:00 A.M. and 4:00 P.M., M-F, with any questions.

[END]

Appendix C: Resumes

C



INTERWEST
A SAFEbuilt COMPANY

David Kniff, RA

Director of Operations

46 Years of Experience 7 Years with the Firm

Education

Mesa Community College

Licenses & Certifications

State of California
Registered Architect #C-19040
General Building Contractor, Class B License #707752

State of Texas
Registered Architect #19798

ICC W12 National Building Contractor

Work History

- **Director of Operations**
  Interwest Consulting Group
  2021 – Present
- **Architectural Plans Examiner**
  Esgil – A SAFEbuilt Company
  2019 – 2021
- **Principal Architect**
  KEA Architecture – Development
  1987 – 2019
- **Project Manager**
  Architects Coombs – Mesquita
  1980 – 1987

Project Experience

- **Project Manager**
  Interwest Consulting Group Contract with the City of Barstow, CA
  Interwest Consulting Group Contract with the City of Blythe, CA
  Interwest Consulting Group Contract with the City of Brawley, CA
  Interwest Consulting Group Contract with the City of Calexico, CA
  Interwest Consulting Group Contract with the City of Chula Vista, CA
  Interwest Consulting Group Contract with the City of Coronado, CA
  Interwest Consulting Group Contract with the City of Encinitas, CA
  Interwest Consulting Group Contract with the City of Escondido, CA
  Interwest Consulting Group Contract with the City of Healdsburg, CA
  Interwest Consulting Group Contract with Imperial County, CA
  Interwest Consulting Group Contract with the City of La Mesa, CA
  Interwest Consulting Group Contract with the City of Lemon Grove, CA
  Interwest Consulting Group Contract with the City of Menifee, CA
  Interwest Consulting Group Contract with the City of National City, CA
  Interwest Consulting Group Contract with the Pechanga Resort and Casino
  Interwest Consulting Group Contract with the City of Poway, CA
  Interwest Consulting Group Contract with the City of Rancho Mirage, CA
  Interwest Consulting Group Contract with the City of San Diego, CA
  Interwest Consulting Group Contract with the City of San Jacinto, CA
  Interwest Consulting Group Contract with the San Pasqual Band of Mission
  Interwest Consulting Group Contract with the City of San Rafael, CA
  Interwest Consulting Group Contract with the City of Solana Beach, CA
  Interwest Consulting Group Contract with the City of Temecula, CA
  Interwest Consulting Group Contract with the University of California, San Diego
  Interwest Consulting Group Contract with the Viejas Tribal Gaming Commission
  Interwest Consulting Group Contract with the Viejas Tribal Government

William "Bill" Hayes, CBO

Southern California Operations Director

21 Years of Experience 5 Years with the Firm

Licenses & Certifications

International Code Council (ICC) #8230972
Building Inspector
Certified Building Official
Commercial Building Inspector
Property Maintenance and Housing Inspector
Residential Building Inspector
Residential Mechanical Inspector
Residential Plumbing Inspector

Work History

- **Southern California Operations Director**
  Interwest Consulting Group, a SAFEbuilt Company
  2021 – Present
- **West Coast Building & Code Group Lead**
  HR Green
  2019 – 2021
- **Building and Operations Manager**
  City of Industry
  2016 – 2018
- **Contract Building Official**
  JAS Pacific Contract with the City of Pico Rivera
  2015 – 2016, 2018 – 2019
- **Building Official/Interim Public Works Manager**
  City of Covina, CA
  2013 – 2015
- **Building Commissioner**
  City of Palos Heights, IL
  2008 – 2013
- **Senior/Lead Building Inspector**
  City of Countryside, IL
  2007 – 2008

Project Experience

- **Building Official/Inspector**
  Interwest Consulting Group Contract with the City of Bellflower, CA
  Interwest Consulting Group Contract with the City of El Monte, CA
  Interwest Consulting Group Contract with the City of Kingsburg, CA
  Interwest Consulting Group Contract with the City of Lake Forest, CA
  Interwest Consulting Group Contract with the City of Laguna Woods, CA
  Interwest Consulting Group Contract with the City of McFarland, CA
  Interwest Consulting Group Contract with the City of Reedley, CA
  Interwest Consulting Group Contract with the City of San Fernando, CA
  Interwest Consulting Group Contract with the City of San Jacinto, CA
  Interwest Consulting Group Contract with the City of Visalia, CA
  Interwest Consulting Group Contract with the City of Wildomar, CA

BT

Nabil "Bill" Tewfik, PE, CASp, CBO

Plans Examiner/Building Official

45 Years of Experience | 9 Years with the Firm | English-Arabic-French Multilingual

Education

BS, Civil Engineering
Alexandria University, Egypt

Licenses & Certifications

International Code Council (ICC)
#863979
Building Codes Specialist
Building Inspector
Building Plans Examiner
Certified Building Official

State of California
Professional Civil Engineer #50505
Certified Access Specialist #CASp-367

Work History

- **Plans Examiner**
  Interwest Consulting Group, a SAFEbuilt Company
  2016 – Present
- **Building Official**
  City of Garden Grove
  2012 – 2016
- **Plan Check Engineer**
  City of Garden Grove
  1993 – 2012
- **Contract Project Engineer**
  Private Practice
  1991 – 1993
- **Project Engineer**
  McLean and Schultz
  1990 – 1991
- **Project Engineer**
  Battaglia Associates
  1987 – 1990
- **Project Engineer**
  Severud Associates
  1981 – 1987
- **Project Engineer**
  Mecan Arbed Company
  1980 – 1981

Project Experience

- **Plans Examiner**
  Interwest Consulting Group Contract with the City of Costa Mesa CA
  Interwest Consulting Group Contract with the City of El Monte, CA
  Interwest Consulting Group Contract with the City of Inglewood, CA
  Interwest Consulting Group Contract with the City of Murrieta, CA
  Interwest Consulting Group Contract with the City of Palmdale, CA
  Interwest Consulting Group Contract with the City of Pomona, CA
  Interwest Consulting Group Contract with the City of Signal Hill, CA
  Interwest Consulting Group Contract with the City of Tustin, CA
  Interwest Consulting Group Contract with the City of Vernon, CA

Salim "Sal" Kaddorah, PE

Senior Plan Review Engineer

41 Years of Experience | 11 Years with the Firm | English-Arabic Bilingual

Education

MS, Civil Engineering, Specialization in Structural Engineering Design
California State University, Sacramento, CA

BS, Civil Engineering
California State University, Sacramento, CA

Licenses & Certifications

International Code Council (ICC)
#861125
Building Plans Examiner

State of California
Professional Engineer, Civil #43757

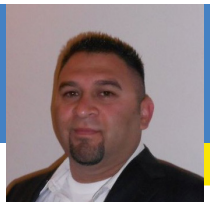
State of Nevada
Professional Engineer, Civil #20795

Work History

- **Senior Plan Review Engineer**
  Interwest Consulting Group, a SAFEbuilt Company
  2015 – Present
- **Building Official**
  City of Manhattan Beach, CA
  2011 – 2015
- **Principal Plan Check Engineer**
  City of Manhattan Beach, CA
  2000 – 2011
- **Senior Plan Check Engineer**
  City of Manhattan Beach, CA
  1997 – 2000
- **Associate Plan Check Engineer**
  City of Sacramento, CA
  1990 – 1997
- **Design Engineer**
  William Merkel Associates
  1985 – 1990

Project Experience

- **Senior Plan Review Engineer**
  Interwest Consulting Group Contract with the City of Costa Mesa, CA
  Interwest Consulting Group Contract with the City of El Monte, CA
  Interwest Consulting Group Contract with the City of La Quinta, CA
  Interwest Consulting Group Contract with the City of Lake Forest, CA
  Interwest Consulting Group Contract with the Town of Mammoth Lakes, CA
  Interwest Consulting Group Contract with the City of Murrieta, CA
  Interwest Consulting Group Contract with the City of Palmdale, CA
  Interwest Consulting Group Contract with the City of Rancho Cucamonga, CA
  Interwest Consulting Group Contract with the City of Santa Barbara, CA
  Interwest Consulting Group Contract with the City of Tustin, CA
  Interwest Consulting Group Contract with the City of Vernon, CA
  Interwest Consulting Group Contract with the City of Wasco, CA
  Interwest Consulting Group Contract with the City of Wildomar, CA



Eric Corral

Plans Examiner

29 Years of Experience | 4 Years with the Firm

Education

MA, Human Resources Management, Specialization in Organizational Leadership
University of La Verne

BS, Public Administration
University of California, Irvine

Project Management Certificate
University of California, Irvine

Licenses & Certifications

International Code Council (ICC)
#5323151
Building Inspector
Building Plans Examiner
California Commercial Building Inspector
California Residential Building Inspector
Commercial Building Inspector
Residential Building Inspector

Work History

- **Plans Examiner**
  Interwest
  2022 – Present
- **Plans Examiner II**
  City of Fontana
  2019 – 2022
- **Planning Specialist**
  Southern California Edison
  2018 – 2019
- **Plans Examiner I**
  City of Fontana
  2016 – 2018
- **Planner 1**
  Southern California Edison
  2014 – 2016
- **Planner-Trainee**
  Southern California Edison
  2013 – 2014
- **Owner/General Contractor**
  Eric Corral Construction
  2012 – 2013
- **Human Resources Clerk**
  City of Fontana
  2012 – 2013
- **Maintenance Worker II**
  City of Fontana Public Works
  2008 – 2012
- **Maintenance Worker I**
  City of Fontana Public Works
  2007 – 2008
- **Carpenter/Project Manager**
  Anthony Corral Construction
  1997 – 2007

Project Experience

- **Plans Examiner**
  Interwest Consulting Group contract with the City of El Monte
  Interwest Consulting Group contract with the City of La Quinta
  Interwest Consulting Group contract with the City of Palmdale
  Interwest Consulting Group contract with the City of San Fernando
  Interwest Consulting Group contract with the City of Wildomar

KL

Karla Luther

Plans Reviewer

25 Years of Experience | 4 Years with the Firm

Education

Doctor of Theology
Practical Christianity Institute of Evangelism, Hamlet, CA

AS, Applied Science
West Virginia State College

Licenses & Certifications

International Code Council (ICC)
#5102152
Building Plans Examiner
Fire Plans Examiner

Work History

- **Plans Reviewer**
  Interwest Consulting Group, a SAFEbuilt Company
  2022 – Present
- **Senior Plan Checker**
  City of Victorville, CA
  2006 – 2021
- **Plans Examiner**
  City of San Bernardino, CA
  2001 – 2006

Project Experience

- **Plans Reviewer**
  Interwest Consulting Group Contract with the Vernon, CA
  Interwest Consulting Group Contract with the Palm Desert, CA
  Interwest Consulting Group Contract with the El Monte, CA
  Interwest Consulting Group Contract with the Rancho Cucamonga, CA
  Interwest Consulting Group Contract with the Wildomar, CA
  Interwest Consulting Group Contract with the Encinitas, CA
  Interwest Consulting Group Contract with the Solana Beach, CA
  Interwest Consulting Group Contract with the Escondido, CA
  Interwest Consulting Group Contract with the La Quinta, CA
  Interwest Consulting Group Contract with the Elk Grove, CA
  Interwest Consulting Group Contract with the Pomona, CA
  Interwest Consulting Group Contract with the Palmdale, CA
  Interwest Consulting Group Contract with the Lake Forest, CA
  Interwest Consulting Group Contract with the Murrieta, CA

HA

Hossein Afrouzeh, EE, ME

Electrical Engineer

53 Years of Experience | 11 Years with the Firm | English-Farsi Bilingual

Education

MS, Engineering Science and Management
Polytechnic State University

BS, Electrical Engineering
Tehran Poly Technique/Amir Kabir University

Licenses & Certifications

State of California
Professional Engineer, Mechanical #27117
Professional Engineer, Electrical #11588

Work History

- **Senior Engineering Plan Reviewer**
  Interwest Consulting Group, a SAFEbuilt Company
  2015 – Present
- **Lead Senior Peer Review Engineer**
  FTRNV International | SBG Jeddah
  2013 – 2015
- **Principal and Director of Operations**
  Procedure Engineers, Inc.
  1987 – 2013
- **Electrical Department Manager**
  Malcom Lewis Associates
  1984 – 1987
- **Electrical Engineer and Department Deputy**
  Elliot Group
  1981 – 1984
- **Technical Director and Construction Site Liaison**
  Modern Osloob
  1973 – 1979

Project Experience

- **Plan Reviewer**
  Interwest contract with the Agua Caliente Band of Cahuilla Indians
  Interwest contract with the City of El Monte, CA
  Interwest contract with the City of La Quinta, CA
  Interwest contract with the City of Lake Forest, CA
  Interwest contract with the Town of Los Gatos, CA
  Interwest contract with the Town of Mammoth Lakes, CA
  Interwest contract with the City of Menlo Park, CA
  Interwest contract with the City of Murrietta, CA
  Interwest contract with the City of National City, CA
  Interwest contract with the City of Palm Desert, CA
  Interwest contract with the City of Palmdale, CA
  Interwest contract with the City of Palo Alto, CA
  Interwest contract with the Town of Portola Valley, CA
  Interwest contract with the City of Rancho Cucamonga, CA
  Interwest contract with the City of Reedley, CA
  Interwest contract with the City of Roseville, CA
  Interwest contract with the City of Roseville, CA - Administrative Office of the Court
  Interwest contract with the City of San Fernando, CA
  Interwest contract with the San Joaquin County Office of Education
  Interwest contract with the City of Signal Hill, CA
  Interwest contract with the City of Tustin, CA
  Interwest contract with the City of Ukiah, CA
  Interwest contract with the City of Vernon, CA
  Interwest contract with the City of Wasco, CA
  Interwest contract with the City of Wildomar, CA
  Interwest contract with the County of Yuba, CA

  Culinary Lab Plan Review
  Interwest contract with the California Administrative Office of Courts
  Interwest contract with the City of Costa Mesa, CA
  Interwest contract with the City of Merced, CA
  Interwest contract with the Napa County, CA
  Interwest contract with the Town of Poway, CA
  Interwest contract with the City of Reedley, CA
  Interwest contract with the Santa Ynez Band of Chumash Indians
  Interwest contract with the Town of Windsor, CA
  Interwest contract with the City of Woodland, CA

Andrew Hyatt

Fire Plans Examiner

INTERWEST
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24 Years of Experience | 4 Years with the Firm | U.S. Air Force Veteran

Education

BS, Cardiovascular Science
Ohio State University

AS, Fire Technology
Cabrillo Community College

Licenses & Certifications

International Code Council (ICC)
8415675
Fire Inspector I
Fire Inspector II
Fire Plans Examiner

Work History

- **Fire Plans Examiner**
  Interwest Consulting Group, a SAFEbuilt Company
  2022 – Present
- **Fire Prevention Specialist II**
  City of Santa Clara, CA Fire Department
  2009 – 2022
- **Fire Inspections & Plan Review**
  City of Santa Clara, CA Fire Department
  2007 – 2009
- **Applicant Consultant, Hazardous Materials Division**
  City of Santa Clara, CA Fire Department
  2008 – 2009
- **Computer Systems Operator**
  United States Air Force, Air National Guard
  2002 – 2008

Project Experience

- **Fire Plans Examiner**
  Interwest Contract with the Agua Caliente Band of Cahuilla Indians
  Interwest Contract with the City of Atascadero, CA
  Interwest Contract with the City of Bakersfield, CA
  Interwest Contract with the City of Bellflower, CA
  Interwest Contract with the Cameron Park CA Fire Department
  Interwest Contract with Central Fire District of Santa Cruz, CA
  Interwest Contract with the City of Corcoran, CA
  Interwest Contract with the City of Coronado, CA
  Interwest Contract with the City of Davis, CA
  Interwest Contract with the City of Dinuba, CA
  Interwest Contract with East County JPA, CA
  Interwest Contract with the City of El Dorado County CA Fire Protection District
  Interwest Contract with the City of El Dorado Hills CA Fire Department
  Interwest Contract with the City of Encinitas, CA
  Interwest Contract with the Central Fire District of Santa Cruz County, CA
  Interwest Contract with the City of Folsom, CA
  Interwest Contract with the City of Kings, CA
  Interwest Contract with the City of Lemoore, CA
  Interwest Contract with the City of Manteca, CA Fire Department
  Interwest Contract with the County of Merced, CA
  Interwest Contract with County of Napa, CA
  Interwest Contract with the City of National City, CA
  Interwest Contract with the City of National City CA Fire Department
  Interwest Contract with the City of Palo Alto, CA
  Interwest Contract with the City of Poway, CA
  Interwest Contract with the City of Reedley, CA
  Interwest Contract with the City of Roseville, CA
  Interwest Contract with the San Joaquin County Office of Education, CA
  Interwest Contract with the City of Santa Clara, CA
  Interwest Contract with the Santa Ynez Band of Chumash Indians
  Interwest Contract with the City of Santee, CA
  Interwest Contract with the City of Solana Beach, CA
  Interwest Contract with the South Placer CA Fire Department
  Interwest Contract with the South Joaquin County Fire Authority, CA
  Interwest Contract with the City of St. Helena, CA
  Interwest Contract with the City of Ukiah, CA
  Interwest Contract with the City of Visalia, CA
  Interwest Contract with the City of Wasco, CA
  Interwest Contract with the City of Woodlake, CA
  Interwest Contract with the City of Woodland, CA
  Interwest Contract with the County of Yuba, CA

SK

Steve Kim, PE, CASp

Senior Plan Check Engineer

12 Years of Experience 4 Years with the Firm

INTERWEST
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Education

MS, Civil Engineering (Structural Emphasis)
University of Southern California

BS, Civil Engineering
California State Polytechnic University, Pomona, CA

Licenses & Certifications

International Code Council (ICC)
#8887591
Building Plans Examiner

State of California
Professional Engineer, Civil #88484
Professional Engineer, Structural #S7390
Certified Access Specialists #CASp-982

Work History

- **Senior Plan Check Engineer**
  Interwest Consulting Group, a SAFEbuilt Company
  2022 – Present
- **Senior Plan Check Engineer**
  City of Riverside, CA - Department of Building and Safety
  2020 – 2022
- **Safety Plans Examiner III**
  City of Riverside, CA - Department of Building and Safety
  2019 – 2020
- **Structural Engineer**
  KPFF Consulting Engineers
  2017 – 2019
- **Project Manager**
  Gouvis Engineering Consulting Group, Inc.
  2015 – 2017
- **Engineering Technician II**
  Orange County, CA Public Works Development Services
  2015
- **Project Manager/Full Stack Developer**
  Toda World, Inc.
  2012 – 2015

Project Experience

- **Engineering Plan Review**
  Interwest Consulting Group Contract with the City of Costa Mesa, CA
  Interwest Consulting Group Contract with the City of El Monte, CA
  Interwest Consulting Group Contract with the City of La Quinta, CA
  Interwest Consulting Group Contract with the City of Lake Forest, CA
  Interwest Consulting Group Contract with the City of Murrieta, CA
  Interwest Consulting Group Contract with the City of Palmdale, CA
  Interwest Consulting Group Contract with the City of Pomona, CA
  Interwest Consulting Group Contract with the City of Rancho Cucamonga, CA
  Interwest Consulting Group Contract with the City of Vernon, CA
  Interwest Consulting Group Contract with the City of Wildomar, CA
  Interwest Consulting Group Contract with the City of Woodland, CA
  Interwest Consulting Group Contract with the Orange County, CA
  Interwest Consulting Group Contract with the Town of Mammoth Lakes, CA

Ho Jun Kong, ICC, PE, CASp

Structural Plans Examiner

17 Years of Experience | 3 Years with the Firm | English-Korean Bilingual

Education

MS, Civil and Environmental Engineering (Structural Engineering)
University of Illinois at Urbana-Champaign

BS, Architectural Engineering
Sungkyunkwan University

Licenses & Certifications

International Code Council (ICC)
#8255163
Building Plans Examiner

State of California
Professional Civil Engineer #79527
Certified Access Specialist #CASp-863

Work History

- **Structural Plans Examiner**
  Interwest Consulting Group, a SAFEbuilt Company
  2022 – Present
- **Senior Plans Examiner**
  Bureau Veritas
  2021 – 2022
- **Structural Engineering Associate**
  City of San Diego
  2013 – 2021
- **Structural Plans Examiner**
  Lee & Lee Structural Engineering, Inc.
  2007 – 2013

Project Experience

- **Structural Plans Examiner**
  Interwest Consulting Group Contract with the City of Costa Mesa, CA
  Interwest Consulting Group Contract with the City of El Monte, CA
  Interwest Consulting Group Contract with the City of Inglewood, CA
  Interwest Consulting Group Contract with the City of La Quinta, CA
  Interwest Consulting Group Contract with the City of Lake Forest, CA
  Interwest Consulting Group Contract with the City of Murrieta, CA
  Interwest Consulting Group Contract with the City of Palmdale, CA
  Interwest Consulting Group Contract with the City of Rancho Cucamonga, CA
  Interwest Consulting Group Contract with the City of Santa Barbara, CA
  Interwest Consulting Group Contract with the City of Vernon, CA
  Interwest Consulting Group Contract with the City of Wildomar, CA
  Interwest Consulting Group Contract with Orange County, CA

MC

Michelle Cook

Permit Technician/Administrative Assistant

13 Years of Experience 10 Years with the Firm

INTERWEST
A SAFEbuilt COMPANY

Work History

- **Permit Technician / Administrative Assistant**
  Interwest Consulting Group, a SAFEbuilt Company
  2021 – Present
- **Administrative Assistant**
  Interwest Consulting Group Contract with the City of Perris
  2016 – 2021
- **Recreation Leader**
  City of Perris, CA
  2015 – 2016
- **Administrative Assistant**
  Law Office of James Deaguliera
  2012 – 2015

MV

Michael "Mike" Vigil

Permit Technician

30 Years of Experience 5 Years with the Firm

Education

AS, Building Construction Technology
Norco College

Licenses & Certifications

International Code Council (ICC)
Permit Technician

Work History

- **Permit Technician**
  Interwest Consulting Group, a SAFEbuilt Company
  2021 – Present
- **Rural Carrier Associate**
  United States Postal Service
  2020 – 2021
- **General Construction**
  Cox Commercial and Industrial
  2017 – 2020
- **Truck Driver**
  P&R Paper Supply
  2016
- **Truck Driver**
  CR England
  2015 – 2016
- **Commercial Insurance Agent**
  Supreme Choice Insurance Solutions
  2014
- **Human Resources Representative**
  Emery Federal Credit Union, Mortgage Division
  2013 – 2014
- **Warranty Service Specialist**
  Apple One Employment Services, long-term assignment with TOFASCO of America, Inc.
  2011 – 2013
- **Real Estate Investor**
  HEA Holdings, Inc.
  2010 – 2011
- **Account Executive**
  Lunarpages
  2008 – 2010
- **Senior Associate Quality Assurance Tester**
  Capital One Auto Finance (formerly Onyx Acceptance Corp.)
  2001 – 2008
- **Branch Underwriting Manager**
  Survival Insurance Brokerage
  1996 – 2000

Project Experience

- **Permit Technician**
  Interwest Consulting Group Contract with the City of Lake Forest, CA
  On-Site Front Counter Support (long-term assignment)

OB

Oscar Barraza

Building Inspector

28 Years of Experience | 14 Years with the Firm | English-Spanish Bilingual

Education

Architecture & Drafting Studies
Los Angeles Pierce College

Code Enforcement Modules 1 & 3
Rio Hondo College

Licenses & Certifications

International Code Council (ICC) #5173156
Building Inspector
California Commercial Building Inspector
California Residential Building Inspector
California Residential Electrical Inspector
California Residential Plumbing Inspector
Residential Electrical Inspector
Residential Plumbing Inspector

Work History

- **Building Inspector**
  Interwest Consulting Group, a SAFEbuilt Company
  2012 – Present
- **Building Inspector/Code Enforcement Officer**
  JAS Pacific
  2010 – 2012
- **Building Inspector/Code Enforcement Manager**
  City of Palmdale, CA
  2003 – 2009
- **Construction Supervisor**
  California Restoration Construction
  2002 – 2003
- **Construction Supervisor**
  Financial Interior Design
  1998 – 2002

Project Experience

- **Plan Reviewer**
  Interwest Contract with the City of San Fernando, CA
  Interwest Contract with the City of Solana Beach, CA
- **Building Inspector**
  Interwest Contract with the Agua Caliente Band of Cahuilla Indians, Cathedral City, CA
  Interwest Contract with the California Construction Authority
  Interwest Contract with the City of Encinitas, CA
  Interwest Contract with the City of Lake Forest, CA
  Interwest Contract with the City of Pomona, CA
  Interwest Contract with the City of Reedley, CA
  Interwest Contract with the City of San Fernando, CA
  Interwest Contract with the Santa Ynez Band of Chumash Indians
  Interwest Contract with the City of Vernon, CA

MR

Matthew Root

Building Inspector

33 Years of Experience 4 Years with the Firm

Education

BS, Business Administration
California State University, Fullerton

AA, General Studies
Santa Ana College

California State Licensing School

Licenses & Certifications

International Code Council (ICC)
#8054921
Building Inspector

State of California Contractor's License
#763363

Work History

- **Building Inspector**
  Interwest Consulting Group, a SAFEbuilt Company
  2022 – Present
- **House Flipper**
  Self-Employed
  2022
- **Project Manager/Superintendent**
  Avanti Properties Group
  2009 – 2015
- **Building Inspector**
  Consulting Firm
  2003 – 2008
- **Home Inspector**
  Home Front Inspections
  1998 – 2003
- **Independent HVAC Inspector**
  Sears, Roebuck & Co
  1990-2003

Project Experience

- **Building Inspector**
  Interwest Contract with the California Construction Authority
  Interwest Contract with the County of Riverside, CA
  Interwest Contract with the City of Wildomar, CA

Appendix J: Cost Proposal

As Needed Plan Check, Building Official, Building Inspection & Community Development Technician Services

Building Plan Review Services

For the building department plan review services as identified in this proposal, Interwest proposes to charge a percent of the building department plan review fees charged by the city in accordance with the jurisdiction building fee schedule as adopted by the City. These percentages are based on our understanding of the support required by the city as detailed in the RFP. These percentages will be mutually agreed upon by the city and Interwest Consulting Group. For all hourly services proposed, the specific rates applied will correspond to the assigned staff members' classification as outlined in the proposed Hourly Rate Schedule. This proposal does not include fire plan check services, engineering/grading plan review services, or subconsultant services which will be charged at the hourly rates listed in the Schedule of Hourly Billing Rates on the following page.

Plan Review Services	
First-time check	65% of City's Plan Review Fee
*Major Development Projects	Hourly with NTE
Flood Zone Construction	Hourly
Re-Checks	No fee for first two rechecks. Hourly at PC4
Expedited Plan Review	140% of stated fees (completed in half the timeframe proposed for non-expedited plan reviews)
Restamp Review	$150.00 flat fee
Minimum Plan Review fee	1.5 Hours
Repetitive identical Plan Review	100% fee for first review and 25% each additional review

Please note that the percentage of fees stated in this document includes an initial plan review plus two re-checks. Additional re-checks beyond the third review (due to lack of significant progress by the designer to address the corrections) will be charged on an hourly basis using the Schedule of Hourly Rates provided.

*Major Development Projects

Recognizing that these large projects require specialized multidisciplinary coordination, Interwest will utilize the hourly rate table below for each review cycle, based on complexity and assigned reviewer. However, to ensure a 'Not-to-Exceed' certainty for the city, Interwest is prepared to negotiate a Project-Specific Task Order for these developments. This Task Order will establish a compensation ceiling that reflects the actual level of effort, while including a 'Complexity Supplemental' to account for specialized Structural, CASp, and CALGreen Peer Reviews. This approach ensures the city retains a significant revenue surplus while receiving elite-level technical oversight for its most impactful developments.

Hourly Plan Review Services

Review of deferred submittals such as truss calculations, stairs, etc., submitted after the projects have been approved, review of revisions to previously approved drawings and rechecks necessitated by significant design changes after a review has been completed will be assessed utilizing the Hourly Rate Schedule provided. Projects requiring additional plan checks of revised plans will also be assessed utilizing the Hourly Rate Schedule provided.

Building Official, Building Inspection & Community Development Technician

For the building inspection services identified in this proposal, services are provided on an hourly basis utilizing the proposed Hourly Rate Schedule. Hourly building inspection services include the initial inspection plus all subsequent

inspections until final. Actual hours will be billed for work completed as requested by the city. Standard inspection rates include Remote Virtual Inspections and a (4) hour minimum charge. For all hourly services, the specific rates applied will correspond to the assigned staff members' classification as outlined in the proposed Hourly Rate Schedule.

Building Official	Hourly
Building Inspection (includes RVI)	Hourly
Community Development Technician	Hourly
Work Outside Standard Hours	150% of hourly bill rate of assigned staff
Specialty Services	Hourly

Specific billing conditions for inspections are as follows:

- **Specialty Services (Inspection):** Code enforcement support, inspections or pre-construction meetings prior to permit issuance, and inspections after a "final" has already been issued will be billed at the standard hourly rate.

Hourly Rate Schedule

Beginning on the 1st anniversary of the Effective Date of the Agreement and annually thereafter, the hourly rates listed below shall be automatically increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI"). Such increase shall never exceed 4%. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.

Classification	Hourly Billing Rate
Building Safety Services	
Certified Building Official	169
Deputy Building Official	160
Licensed Plan Review Engineer (structural, civil, electrical, mechanical) / Architect	165
Supervising Structural Engineer	190
Senior Structural Engineer	185
Structural Engineer	165
Senior Plans Examiner	150
ICC Building Plans Examiner	135
CASp (Plan Review & Inspection)	145
Inspector of Record (IOR)	160
Senior Inspector	145
Inspector III	130
Inspector II	120
Inspector I	110
HQS Program Manager	145
Permit Technician III	95
Permit Technician II	90
Permit Technician I	85
Fire Marshal	169
Fire Protection Engineer	170
Senior Fire Plans Examiner / Fire Inspector	140
Fire Plans Examiner / Fire Inspector	130
Administrative Support	86
Trainee (Inspector)	86
Trainee (Admin, Tech)	75

*Inspector rate includes HQS, SAP Certified and Remote Virtual Inspection. Permit Technician rates include Remote Permit Technician.

Miscellaneous

Work Outside Standard Hours - Services provided more than (8) eight hours per day, outside regular business hours, nights, weekends and holidays, will be invoiced at 150% of the preferred hourly rate of the assigned staff member. Alternate work schedules such as 9/80 or 4/10 will be considered work outside of standard hours and will be charged as overtime for services provided more than (8) hours.

Prevailing Wages – Where work is required under the CA Labor Code for prevailing wages per jurisdiction, there will be a supplemental charge per hour to the above rates per applicable job classification, established at the time of commencement of work and adjusted from time to time in accordance with future wage determinations pursuant to the labor rates as determined by the CA Department of Industrial Relations.

Mileage & Tolls – For inspection staff reporting to the job site from out of town, mileage will be reimbursed to and from the employee's reporting location, including their home location if not reporting to a company office, at the effective standard federal rate established at time of service. Tolls and parking will be billed with no markup. Overall tracked time will include all travel time between inspection sites, total roundtrip travels as described, along with all administrative work related to inspection support or reporting. Mileage will be charged at the current IRS rate.

Other Charges – Other project-specific costs, such as rentals, expendable or special supplies, special project insurance, permits and licenses, shipping, subsistence, tolls and parking, outside copying/printing, etc., will be charged at cost plus 15%. Meals, lodging, and travel expenses, when pre-approved by the city, will be charged at cost or at standard per diem rates, as applicable.

Municipality and Consultant will review the agreed upon hourly rates annually to discuss adjusting hourly rates to reflect increases in the costs incurred by consultant to provide Services.

Client will be responsible for any applicable taxes in addition to the fees due for Services.

The fees, rates and terms in this RFP proposal are valid for 120 days from the RFP due date.

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENVIRONMENTAL DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-050, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE, APPROVING AN INTEGRATED RESOURCE PLAN FOR THE ENERGY FOR PALMDALE'S INDEPENDENT CHOICE COMMUNITY CHOICE AGGREGATION PROGRAM**

RECOMMENDATION

Staff recommend the City Council:

1. Adopt Resolution No. CC 2026-050, a Resolution of the City Council of the City of Palmdale, approving an Integrated Resource Plan for the Energy for Palmdale's Independent Choice Community Choice Aggregation Program; and,

2. Authorize the Mayor to execute the Resolution No. CC 2026-050, approving Energy for Palmdale's Independent Choice Integrated Resource Plan.

BACKGROUND

The City's Community Choice Aggregation (CCA) Program, Energy for Palmdale's Independent Choice (EPIC), was established by the City Council through the adoption of Resolution No. CC 2018-087 on December 4, 2018. EPIC began serving customers on October 1, 2022.

Senate Bill (SB) 350 (De León, Chapter 547, Statutes of 2015) added Public Utilities Code Section 454.52, requiring all load-serving entities (LSEs), including CCAs, to file a biennial Integrated Resource Plan (IRP) with the California Public Utilities Commission (CPUC).

The IRP establishes a 10-year forward-looking procurement plan demonstrating compliance with Renewables Portfolio Standard (RPS) targets, greenhouse gas (GHG) reduction goals, and resource adequacy (RA) requirements. The IRP is a planning

document only and does not commit EPIC to specific procurement transactions. The 2026 IRP is filed under CPUC Rulemaking R.25-06-019 pursuant to Decision (D.) 18-02-018 and D.22-02-004, with a CPUC submission deadline of August 10, 2026.

Applicable clean energy targets have been updated by subsequent legislation. SB 100 (De León, Chapter 312, Statutes of 2018) increased the RPS to 60% by 2030 and established the goal of 100% of retail electricity sales from renewable and zero-carbon resources by 2045. SB 1020 (Laird, Chapter 361, Statutes of 2022) added binding interim milestones: 90% clean electricity by December 31, 2035, and 95% by December 31, 2040. AB 1279 (2022) codified the 2045 statewide carbon neutrality goal and established an 85% GHG emissions reduction target. The 2026 IRP reflects this full statutory trajectory.

DISCUSSION

Palmdale approved its first IRP on September 1, 2020, and most recently approved an updated IRP in October 2022. The CPUC consolidated the subsequent planning cycle into a 2024–2026 cycle, completing its Preferred System Plan work in 2024 before opening a new rulemaking in 2025. As a result, individual LSE plan filings were not required until 2026. The proposed 2026 IRP is the current biennial update required under that cycle.

California Choice Energy Authority and its energy procurement consultant, on behalf of EPIC, prepared the 2026 IRP in accordance with CPUC requirements. The filing consists of three required documents: a Narrative Template, a Resource Data Template (RDT), and a Clean System Power (CSP) Calculator. Consistent with the 2026 filing requirements, the IRP identifies EPIC's Preferred Conforming Portfolio, which is a supply plan demonstrating EPIC's proportional share of California's statewide greenhouse gas reduction target of 8 million metric tons (MMT) by 2045. A complete copy of the IRP Narrative is on file in the Finance Division and will be posted to the EPIC website. The RDT and CSP Calculator contain contract-level detail and are filed with the CPUC under protective order.

FISCAL IMPACT

$0; There is no fiscal impact associated with the proposed action.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

B. Manage resources, costs, and liabilities to ensure the City’s long-term fiscal Health

Goal III: Invest in infrastructure to improve community livability.

B. Implement and administer environmentally sustainable programs.

Prepared by:	Leonardo Torres, P.E. Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Méndez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENT

Reso No. CC 2026-050
EPIC 2026 Integrated Resource Plan

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-050

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING AN INTEGRATED RESOURCE PLAN FOR THE ENERGY FOR PALMDALE'S INDEPENDENT CHOICE COMMUNITY CHOICE AGGREGATION PROGRAM

WHEREAS, Community Choice Aggregation (CCA), authorized by Assembly Bill 117, is a state law that allows cities, counties, and other authorized entities to aggregate electricity demand within their jurisdictions in order to purchase and/or generate alternative energy supplies for residents and businesses within their jurisdiction while maintaining the existing electricity provider for transmission and distribution services; and

WHEREAS, on November 17, 2020, the City Council of the City of Palmdale adopted Resolution No. CC 2020-106, entitled "A RESOLUTION OF THE CITY OF PALMDALE APPROVING THE PALMDALE COMMUNITY CHOICE AGGREGATION PROGRAM IMPLEMENTATION PLAN AND STATEMENT OF INTENT PURSUANT TO PUBLIC UTILITIES CODE SECTION 366.2(C)3," whereby the City Council approved the Palmdale Community Choice Aggregation Program Implementation Plan; and

WHEREAS, on April 2, 2019, the City Council of the City of Palmdale adopted Resolution No. CC 2019-040, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING THE CITY'S ENTRY INTO A JOINT EXERCISE OF POWERS AGREEMENT REGARDING THE CALIFORNIA CHOICE ENERGY AUTHORITY (CCEA or CALCHOICE)," whereby the City Council authorized and approved the City to become a member of CalChoice; and

WHEREAS, Senate Bill (SB) 350, approved October 7, 2015, added Public Utilities Code Section 454.52, establishing a requirement for Community Choice Aggregation Programs to develop an Integrated Resource Plan and submit it to the California Public Utilities Commission (CPUC) for certification; and

WHEREAS, subsequent legislation has updated the clean energy requirements applicable to the Energy for Palmdale's Independent Choice (EPIC) Integrated Resource Plan, including SB 100 (De León, Chapter 312, Statutes of 2018), which established a goal of 60% renewable energy by 2030 and 100% clean electricity by 2045; SB 1020 (Laird, Chapter 361, Statutes of 2022), which added binding interim milestones of 90% clean electricity by 2035 and 95% by 2040; and AB 1279 (2022), which codified the 2045 statewide carbon neutrality goal; and

WHEREAS, the CPUC's IRP planning cycle was consolidated into a 2024–2026 cycle, with individual load-serving entity plan filings due in 2026 under CPUC Rulemaking R.25-06-019; the last EPIC IRP was approved by the City Council on October 19, 2022,

pursuant to Resolution No. CC 2022-114, and the 2026 IRP is the current required biennial update under that consolidated cycle; and

WHEREAS, California Choice Energy Authority and its energy procurement consultant have prepared the EPIC 2026 Integrated Resource Plan in accordance with CPUC requirements, including the preparation of a Narrative Template, Resource Data Template, and Clean System Power Calculator, and the identification of EPIC's Preferred Conforming Portfolio consistent with California's statewide greenhouse gas reduction goals; and

WHEREAS, minor technical, formatting, or clerical corrections to the Integrated Resource Plan may be necessary prior to filing with the California Public Utilities Commission, and the City Council desires to authorize such non-substantive corrections without requiring further Council action.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. Findings. That based upon and in consideration of staff reports, presentations, public testimony and comment, and such other matters presented to the City Council during the public meeting on this matter, the City Council finds and declares the foregoing recitals to be true and correct and incorporates the same as substantive findings herein.

SECTION 2. Approval. That the Integrated Resource Plan for Energy for Palmdale's Independent Choice (EPIC) has been developed in compliance with Senate Bill 350, Senate Bill 100, Senate Bill 1020, Assembly Bill 1279, and California Public Utilities Commission direction under Rulemaking R.25-06-019 and is hereby approved.

SECTION 3. Effective Date. This Resolution shall take effect immediately upon its adoption.

SECTION 4. Certification. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 4th day of August, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 4th day of August, 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

Standard LSE Plan

ENERGY FOR PALMDALE'S INDEPENDENT CHOICE (EPIC)

2026 INTEGRATED RESOURCE PLAN

AUGUST 10, 2026

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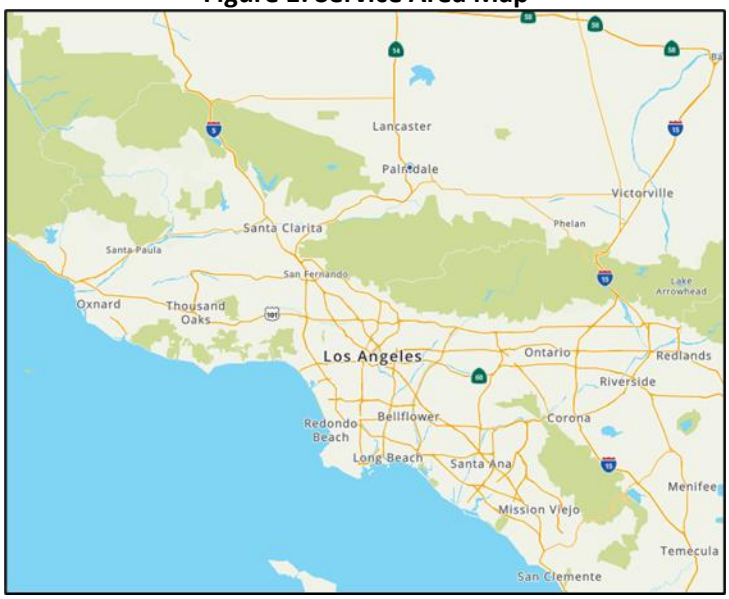
I. Executive Summary

Description of EPIC

The City of Palmdale is a municipal corporation and charter city organized and operated under the laws of the State of California. The City of Palmdale is governed by, and accountable to, representatives elected by its citizens. The City of Palmdale operates numerous programs for the benefit of its citizens, including Energy for Palmdale's Independent Choice ("EPIC").

EPIC was formed by the City Council of Palmdale on December 4, 2018, through Resolution CC 2018-087 and began serving load in October 2022. EPIC currently provides retail electric generation services and complementary energy programs to customers within the municipal boundaries of the City of Palmdale. EPIC launched as the City's Community Choice Aggregation ("CCA") program for the purposes of promoting local control and local economic benefits as well as offering participating customers competitive and stable rates.

Figure 1: Service Area Map



EPIC currently serves approximately 42,000 residential accounts and 4,300 commercial and industrial accounts. EPIC provides retail generation service to a variety of customer classes, including residential, small and medium commercial accounts, large industrial consumers, and agricultural and pumping facilities. EPIC's service area has a population of approximately 160,000, the majority of which live in households or work at businesses that receive generation service from EPIC. EPIC has a peak load of 166 MW and annual energy usage of 441 GWh.

EPIC has pursued CCA implementation activities under a shared service model, which means EPIC has joined together with other, regionally located and city specific CCA programs to promote administrative efficiencies by outsourcing many operational and technical services typically required for CCA

administration and operation. The California Choice Energy Authority, or CalChoice, is the organization selected by EPIC to provide requisite services, including resource planning and procurement activities. Key decisions of EPIC, including rate setting, retail supply portfolio composition, disposition of financial reserves, and administration of complementary programs, are addressed by the City Council with supporting input from EPIC staff and CalChoice personnel. Due to the relatively small size of the City of Palmdale (both in terms of population and retail sales), meaningful administrative efficiencies have been achieved through joint solicitation/procurement administration through CalChoice. By partnering with CalChoice, EPIC has been able to establish and pursue objectives and key parameters that are directly responsive to the unique constituents and interests within the City of Palmdale.

EPIC's Mission

EPIC was formed for the express purpose of empowering the city to choose the generation resources that reflect its specific values, needs and cost preferences. More specifically, EPIC seeks to provide reliable electric service, within the city, at competitive rates when compared to those rates offered by the incumbent electric utility and also prioritizes local control, economic development and environmental stewardship within the City of Palmdale. Consistent with Public Utilities Code Sections 366.2(a)(5) and 454.52 (b)(3), all procurement by EPIC, including the portfolios set forth in this Integrated Resource Plan ("IRP"), must comply with policy direction provided from EPIC's governing board, which is comprised of the Palmdale City Council.

Introduction to EPIC's IRP

In accordance with the requirements of California Public Utilities Code ("PUC") Sections 454.51 and 454.52 and California Public Utilities Commission ("Commission" or "CPUC") Decision ("D.") 18-02-018, D.22-02-004, Administrative Law Judge's Ruling Setting Requirements for Individual Integrated Resource Plans Due June 1, 2026, Email Ruling Granting Joint Request for Extension of Load Serving Entity ("LSE") Integrated Resource Plan ("IRP") Filings, and guidance provided by the Commission's Energy Division, EPIC is providing its LSE-specific IRP to the Commission for certification and use in the Commission's statewide planning process. or "CPUC" 18-02-018, *Administrative Law Judge's Ruling Setting Requirements for Individual Integrated Resource Plans Due June 1, 2026*,[1] *Email Ruling Granting Joint Request for Extension of Load Serving Entity ("LSE") Integrated Resource Plan ("IRP") Filings*,[2] ,

In addition to this narrative, EPIC's IRP includes the following documents:

- EPIC's Resource Data Template
- EPIC's Clean System Power Calculator
- EPIC's IRP Verification

Projecting resource needs over the planning horizon covered by the IRP is a fluid process and EPIC expects changes over time. The future resources identified in EPIC's IRP represent EPIC's current good-faith projection of the resource mix that will be procured over the IRP planning horizon. Such projections

[1] Rulemaking ("R.") 25-06-019, *Administrative Law Judge's Setting Requirements for Individual Integrated Resource Plans Due June 1, 2026,* issued on January 1, 2026 ("Final Load Forecast and GHG Benchmark Ruling"), January 16, 2026.

[2] R.25-06-019, *Email Ruling Granting Joint Request for Extension of Load Serving Entity ("LSE") Integrated Resource Plan ("IRP") Filings*, March 9, 2026.

are based on best available information regarding planning directives, EPIC policy, resource availability, and other key considerations. The resources identified in future iterations of EPIC's IRP may change due to new information and evolving circumstances, and the ultimate resource mix that EPIC actually procures (in future years) may differ from what is reflected in this plan due to a number of variables, including availability of supply, technology changes, price of supply, and/or other market or regulatory considerations.

Board Council Approval of IRP

In compliance with Public Utilities Code Section 454.52(b)(3), this IRP was formally submitted to the Palmdale City Council for approval based on the IRP's compliance with Sections 454.51 and 454.52 (the "IRP Statute") and all relevant council-adopted procurement requirements of EPIC's governing council. On July 7, 2026, the Palmdale City Council issued a Resolution which formally approved this IRP and adopted EPIC's Preferred Conforming Portfolio ("PCP"). EPIC's Resolution also made the following determinations regarding EPIC's PCP:

- EPIC's PCP is expected to achieve economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in Section 454.52(a)(1)(A-I).J
- EPIC's PCP includes a diversified procurement portfolio consisting of both short-term and long-term electricity and electricity-related and demand reduction products.
- EPIC's PCP achieves the resource adequacy ("RA") requirements established pursuant to Public Utilities Code Section 380.
- EPIC's PCP is consistent with the procurement timing, resource mix, and operational attributes of the Commission's Preferred System Portfolio ("PSP").
- EPIC's PCP is compliant with all EPIC board-adopted procurement directives.

A copy of the final Resolution is available on the City's website.[3]

Request for Certification

EPIC respectfully requests that the Commission certify this IRP.

As both the Legislature and the Commission have recognized, the Legislature has granted CCAs broad authority to procure resources on behalf of their respective customers, an authority limited only where "other generation procurement arrangements have been expressly authorized by statute."[4] Likewise, the Legislature has granted CCAs autonomy in setting their own rates and managing interactions with their customers.[5] EPIC understands that the Commission has three primary interests in the CCA IRP process:

- Ensuring that CCA IRPs provide requisite procurement information needed by the Commission to develop its statewide plan.[6]
- Ensuring that CCAs' current and planned procurement is consistent with the RA requirements established pursuant to PUC Section 380.[7]
- Ensuring that CCAs' current and planned procurement satisfies the CCA's share of renewables integration resources identified in the Commission's PSP, and that the CCA either self-provides or pays for investor-owned utility ("IOU") procurement to support its share of any renewable integration shortfall.[8]

EPIC has prepared its IRP with these interests in mind, and thanks the Commission for recognizing and preserving CCA procurement autonomy as well as the benefits of a collaborative planning approach with CCA organizations in its certification review of EPIC's IRP.

This narrative provides a detailed description of the development and content of EPIC's PCP, each portfolio's compliance with applicable requirements, and an action plan detailing EPIC's next steps (to promote conformance with such requirements).

EPIC developed its IRP through the following steps:

- EPIC compiled data for its existing energy contracts, RA capacity contracts, and its share of capacity for allocated Cost Allocation Mechanism ("CAM") resources.
- For each IRP planning year, EPIC identified its short positions relative to known planning targets and its assigned load forecast.
- EPIC populated the Resource Data Template with all current contracts.
- EPIC compiled detailed information on projects for which it is currently negotiating power purchase agreements, including information regarding project status and timing
- EPIC identified future contracts it expects to secure for new solar, storage, geothermal, and wind generation. EPIC prioritized the selection of future resources to ensure that EPIC's overall portfolio of new resources is varied, meets all regulatory goals, meets the goals expressed by EPIC's City Council, and is estimated to minimize costs to customers, subject to applicable mandates. EPIC added generic future contracts with existing resources, including large hydroelectric generators, to help fill its remaining open positions.
- EPIC used the Commission's Clean System Power Calculator Tool to check the GHG emissions associated with the resulting portfolio to ensure that these emissions are equivalent to, or slightly less than, EPIC's assigned share of the GHG emissions benchmarks; EPIC added planned purchases of RPS qualifying renewable and large hydroelectric energy in sufficient volume to ensure that portfolio emissions were equal to, or slightly less than, EPIC's assigned share of the GHG benchmark.
- EPIC identified the resulting portfolio as its PCP

EPIC reached the following findings regarding its PCP:

- EPIC's PCP includes the procurement of the following new resources:
    - New solar resources totaling 233 MW solar

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[3] https://palmdaleepicenergy.com/.

[4] PUC Section 366.2(a)(5).

[5] D.05-12-041 at 9-11 ("Nothing in the statute directs the CPUC to regulate the CCA's program except to the extent that its programs may affect utility operations and the rates and services to other customers. For example, the statute does not require the CPUC to set CCA rates or regulate the quality of its services… We are confident that existing law protects CCA customers. Entities of local government, such as CCAs, are subject to numerous laws that will have the effect of protecting CCA customers and promoting accountability by CCAs…").

[6] D.19-04-040 at 17-18 ("The Commission's portfolio aggregation and evaluation process, which relies of fulfillment of IRP filing requirements by LSEs, is the only process capable of assessing the overall needs of the CAISO grid and meeting the statewide GHG, reliability, and least-cost goals collectively. While LSEs may use their IRP process to meet local planning needs as well, the statewide planning function is the statutorily required process . . .").

[7] Section 454.52(b)(3)(C).

[8] Section 454.51.

    - New battery storage resources totaling 178 MW
    - New wind resources totaling 66 MW
    - New geothermal resources totaling 10 MW
- EPIC's PCP provides for the following overall resource mix in 2045:
    - 15 GWh of Large Hydro
    - 70 GWh of Geothermal
    - 185 GWh of Wind
    - 629 GWh of Solar
    - 222 MWh of Short Duration Battery Storage
    - 986 MWh of Long Duration Storage
    - 62 MW of Natural Gas/Baseload/Other (Capacity-Only)
- EPIC's PCP conforms to the procurement timing, resource quantities, and general resource attributes identified in the PSP.
- EPIC's PCP would have GHG emissions of 0.053 MMT, 0.043 MMT, 0.032 MMT, and 0.017 MMT in 2030, 2035, 2040, and 2045, respectively, which is equivalent to or less than EPIC's assigned GHG benchmarks for those years.
- EPIC's PCP meets all relevant reliability metrics.
- EPIC's PCP provides approximately EPIC's load-proportional share of renewable integration resources.

II. Study Design

a. Objectives

EPIC had the following objectives in performing the analytical work to develop its IRP:

1. Identify a PCP with emissions equal to or slightly less than EPIC's proportional share of the 8 MMT GHG reduction benchmark, as determined using the Commission's emissions calculator.
2. Identify a PCP that achieves economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in Section 454.52(a)(1)(A-I).J
3. Identify diverse and balanced PCP that includes both short-term and long-term electricity products as well as electricity-related demand reduction products.
4. Identify portfolios that achieve the resource adequacy requirements established pursuant to PUC Section 380 and provide EPIC's share of system reliability and renewable integration resources.
5. Identify a portfolio that complies with all of EPIC's Board-adopted procurement directives.
6. Identify a portfolio that is compliant with EPIC's obligations under the Renewables Portfolio Standard ("RPS") program.
7. Identify a portfolio that is cost-effective and minimize rate impacts on EPIC's customers.

b. Methodology

Modeling Tool(s)

In developing its planned portfolios, EPIC used the modeling performed by the Energy Division using RESOLVE and SERVM and incorporated applicable outputs into the RDTv3 and CSP templates as a starting point. After evaluating related results, EPIC consulted with CalChoice, leveraging its extensive experience and expertise in the areas of resource planning and procurement, to construct EPIC's own, internally developed models to quantify portfolio targets for renewable energy content, capacity, and portfolio GHG emissions, as well as physical and financial positions conforming with EPIC's currently effective risk management policies and business practices.

EPIC also utilized its commercial energy trading and risk management system to monitor positions, market exposure, credit exposure, value-at-risk, and other risk management metrics. EPIC has maintained a record of all such transactions in this system for several years and plans to continue using this system to facilitate transaction management, resource planning, and risk management activities.

EPIC used the outputs of its energy trading and risk management system to develop reports and models which were then analyzed to assess annual, monthly, and hourly open positions by considering all forecasted electric loads and expected deliveries from EPIC's resource portfolio. EPIC also used a proprietary financial model to project power supply costs based on existing and planned procurements as well as an overall financial assessment of revenues, costs, and cash flows. Current market conditions were considered when compiling any costs associated with expected/planned purchases; actual costs, based on existing procurement contracts, were incorporated as appropriate. Similar to the aforementioned energy trading and risk management system, EPIC has used this financial model for several years and has found it to be highly effective in supporting the financial planning needs of its CCA program.

For new resource selection, EPIC relied upon the modeling and assumptions in the Preferred System Portfolio, EPIC's ongoing and recent procurement experience, and consultation with CalChoice, which helped shape assumptions related to resource availability and cost. In addition, EPIC's new resource selection reflected the preferences of its City Council, including considerations related to resource location and availability.

a. Modeling Approach

Load Forecast

EPIC developed this IRP using its assigned load forecast from the file 2026 LSE GHG Emission Benchmarks (also contained in the CSP templates), as directed in the Final Ruling.Final Load Forecast and GHG Benchmark Ruling

Table 1: EPIC's 2026-2045 Load Forecast (GWh)

Year	Load Forecast
2026	482.67
2027	504.39
2028	533.07

2029	559.80
2030	588.78
2031	613.87
2032	640.17
2033	666.76
2034	694.71
2035	722.07
2036	742.14
2037	761.07
2038	778.03
2039	793.40
2040	807.28
2041	819.39
2042	831.58
2043	842.03
2044	848.79
2045	854.95

Load Shape

In developing its portfolio EPIC used the default load shape from the Clean System Power Calculator. Use of this load shape does not change EPIC's total annual energy volumes for both load and load modifiers, and these energy volumes remain consistent with EPIC assigned load forecast.

Load-Proportional GHG Emissions Benchmark

EPIC's modeling was assessed against its 2035 and 2045 load-proportional share of the respective GHG emissions benchmarks, which yielded the following results:[9]

Table 2: EPIC's Assigned Shares of GHG Reduction Benchmarks

2030	2035	2040	2045
0.053	0.044	0.036	0.019

Compiling Existing Resources

To populate its baseline resource templates, EPIC added existing resources from the following procurement categories:

- Energy Contracts.
- Capacity (Resource Adequacy) Contracts.
- EPIC's assigned share of capacity for CAM resources.

[9] See *Load Forecasts + GHG Benchmarks* (January 16, 2026) (hereinafter "GHG Benchmarks"), *available at* https://www.cpuc.ca.gov/industries-and-topics/electrical-energy/electric-power-procurement/long-term-procurement-planning/2024-26-irp-cycle-events-and-materials.

- EPIC's selected Voluntary Allocation and Market Opportunities ("VAMO") allocation of RPS resources from Southern California Edison Company ("SCE").
- EPIC's allocation of GHG-free resources from SCE.

Selecting New Resources

To identify its new resource procurement opportunities, EPIC first determined the new resource capacity it intends to add each year, which considered resource needs (open positions), long-term renewable contracting requirements, renewable portfolio standards, resource adequacy requirements, the need for incremental resource adequacy capacity to contribute to system reliability and renewable integration needs, the potential for technological improvements, and financial considerations. EPIC selected resource types based on its experience with competitive solicitations for new renewable and storage resources and its experience in procuring resource adequacy resources, as well as consideration of the studies and modeling underlying the adopted PSP.

Confirming Reliability

EPIC's portfolios were evaluated to ensure that sufficient dependable capacity (net qualifying capacity) would be available to meet peak load requirements, as shown in the RDTv3. These requirements include procuring sufficient net qualifying capacity to meet the Planning Reserve Margins applicable to each year of the planning period. EPIC used technology-specific Effective Load Carrying Capacity ("ELCC") factors from the RDT to assess the contribution of each resource to system reliability. The ELCCs for battery storage resources degrade precipitously during the planning period, which means that battery resources provide less net qualifying capacity per MW of nameplate capacity. In order to ensure that its portfolio met the reliability requirements in each year of the planning period, EPIC added sufficient short-term RA capacity as needed to supplement capacity from its long-term portfolio. EPIC's portfolio was designed to ensure that current incremental resource adequacy capacity obligations from the various CPUC procurement orders will be met.

Calculating GHG Emissions

EPIC calculated the emissions associated with its PCP using the Commission's Clean System Power calculator. The assigned load forecast and default load shapes and behind the meter adjustments were used for this assessment, along with the planned supply portfolios. The results were checked against the assigned GHG benchmarks included in the Clean System Power tools.

III. Study Results

Use this section to present the results of the analytical work described in Section 2: Study Design.

b. Conforming Portfolio

EPIC's Conforming Portfolio

The following table provides a summary of EPIC's 2045 PCP, identifying resources by type and distinguishing between the following procurement categories:

- Existing resources (energy and capacity) that EPIC owns or contracts with, consistent with definitions provided in the Resource Data Template.
- Existing resources (energy and capacity) that EPIC plans to contract with in the future.
- Existing resources (capacity) that EPIC partially pays for through CAM.
- New Resources (energy and capacity) that are under development that EPIC is planning to procure.
- Future new resources (energy and capacity) that EPIC is planning to procure.

In summary, to meet EPIC's projected 2045 energy demand of 854 GWh, EPIC has selected a 2045 PCP Conforming Portfolio composed primarily of the following resources:

- Solar, planned new: 629 GWh
- Wind, CA, planned new: 52 GWh
- Wind, New Mexico, new: 77 GWh
- Wind, Wyoming, new: 56 GWh
- Large Hydro, existing: 15 GWh
- Geothermal, new: 70 GWh
- Battery storage, new: 1,208 MWh dispatch capability

Additionally, EPIC's 2045 PCP includes capacity-only resources composed primarily of the following resources:

- CAM, Demand Response and Energy Efficiency Allocations – 31 MW
- Existing natural gas, baseload, and other (planned procurement) – 62 MW

EPIC's portfolio includes a mix of existing and new resources. Approximately 502 MW of EPIC's PCP is composed of new resources, reflecting EPIC's role as an active player in the State's development of new renewable and storage resources. Furthermore, EPIC's PCP is comprised of a mix of resources in which EPIC can minimize customer rate impacts while still achieving the State's GHG-reduction targets.

EPIC's PCP Is Consistent with the Preferred System Plan

The new resources included in EPIC's PCP are consistent with the PSP 2045 new resource mix. The Commission adopted the PSP, which established the 8 MMT GHG target by 2045 and adopted the resources in Tables 5 and 6 of D.22-02-004.[10]

The Decision requires that LSEs procure resources in the following categories: Gas, Biomass, Geothermal, Wind, Wind on New-Out-of-State Transmission, Offshore Wind, Utility-Scale Solar, Battery Storage, Pumped (Long-Duration) Storage, Shed Demand Response.

As demonstrated in the following table, EPIC's PCP is generally consistent with EPIC's proportional share of new procurement for each of the "resource types" identified in D.22-02-004

[10] D.22-02-004 at 101-105. Note the Decision references Tables 6 and 7, but this was presumably a typographical error since there was no foregoing Table 7. Thus, EPIC understands the Decision to be referencing Tables 5 and 6.

Table 3: Comparison of EPIC's PCP vs PSP

Resource Category	PSP (MW)	EPIC's Proportional Share of PSP New Resources (MW)	EPIC's PCP (MW)
Geothermal	3,230	**9**	**9**
Geothermal (Enhanced)	674	**2**	**0**
Biomass	12	**0**	**0**
In-State Wind	10,949	**31**	**23**
Out-of-State Wind	19,036	**53**	**43**
Solar	82,732	**231**	**233**
Li-ion Battery (4-hr)	6,758	**19**	**56**
Li-ion Battery (8-hr)	21,102	**59**	**123**
Location Constrained Storage (12-hr)	8,499	**3.82**	**0**

c. Preferred Conforming Portfolio

a. EPIC Preferred Conforming Portfolio

As demonstrated above, EPIC's IRP, EPIC's PCP consists of a combination of:

- Natural Gas
- Geothermal
- Wind
- Wind on New-Out-of-State Transmission
- Utility-Scale Solar
- Battery Storage
- Shed Demand Response

As stated above, in accordance with Section 454.51(b)(3), EPIC's governing board has determined that the resource mix in the PCP achieves "economic, reliability, environmental, security, and other benefits and performance characteristics that are consistent with the goals set forth in [Section] 454.51(a)(1)]." These benefits and characteristics are discussed as follows. 22

GHG Reduction Goals

EPIC's 8 MMT PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(A) goal of meeting the Commission's 8 MMT GHG reduction benchmark (8 MMT GHG by 2045).[11] EPIC's proportional share of the 8 MMT GHG target is 0.0190 MMT in 2045. According to the Commission's emissions calculator, EPIC's PCP would account and 0.0167 MMT in 2045 emissions, which is less than the GHG Benchmarks for EPIC.

[11] See D.22-02-004 at 105.

Renewable Energy
EPIC's PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(B) goal of ensuring that portfolios are composed of at least 60% eligible renewable resources. In 2030, EPIC's PCP portfolio would consist of 60% eligible renewable generation, after accounting for resource curtailments, which exceeds the 60% requirement. In 2045, EPIC's PCP portfolio would consist of 96% eligible renewable generation after accounting for resource curtailments.

Enable Each Electrical Corporation to Fulfill Its Obligation to Serve Customers at Just and Reasonable Rates
As detailed in Section III.e., below, EPIC is committed to serving its customers at reasonable rates. In addition to setting rates that are competitive with SCE, EPIC works to minimize rate volatility by constructing a balanced and conservatively hedged power supply portfolio, building prudent financial reserves, and minimizing rate changes to once per year, whenever possible.

Minimizing Bill Impact
EPIC's PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(D) goal of minimizing the impact of planned procurement on ratepayers' bills. EPIC's PCP portfolio consists primarily of renewable resources that generally support a least-cost, best-fit procurement strategy. EPIC's planned use of large hydro resources is expected to minimize costs associated with lowering GHG emissions because the cost premiums associated with large hydro energy is less than those associated with RPS qualifying renewable energy.

EPIC prioritizes cost competitiveness, reliability, use of renewable energy and local economic development amongst its primary concerns. EPIC anticipates that bill impacts will be minimized during its planned portfolio transition through the pursuit of a diversified resource mix that seeks to minimize exposure(s) that could otherwise occur by overemphasizing resources located within specific geographic areas, relying on a limited subset of technology types and/or purchasing from a limited pool of suppliers/developers, amongst other considerations. EPIC is also aware of the risks associated with certain renewable-only generating configurations that limit the buyer's ability to re-shape deliveries to times of the day when negative prices and, possibly, curtailments are less likely to occur. With this concern in mind, EPIC has carefully considered and incorporated energy storage opportunities within its resource mix, which should promote grid reliability during California's transition to an increasingly clean/re
newable energy mix while reducing the potential for unforeseen costs (due to negative pricing) and/or reduced renewable energy deliveries related to curtailment. For example, coupling new-build solar with battery storage increases the capacity value of such projects and provides limited dispatchability for the solar generation, reducing risks related to curtailment and negative pricing. Further, EPIC's PCP reduces exposure to volatile natural gas prices as well as bill impacts that may result from periodic spikes in fossil fuel prices.

Ensuring System and Local Reliability
EPIC's PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(E) goal of ensuring system and local reliability. The PCP meets system resource adequacy requirements as detailed in Section III.f. With the adoption of the Central Procurement Entity structure, EPIC no longer has local resource adequacy requirements since the CPE has taken over the procurement of local resource adequacy capacity within EPIC's service area, pursuant to D.20-06-002. EPIC's portfolio assumes CAM allocations and CAM resources, which incorporate CPE system and flexible capacity

allocations, consistent with what is described in the most recently issued CPE procurement allocations. At this point, uncertainties and initial implementation issues with the CPE make it difficult for EPIC to estimate how the CPE structure will change EPIC's RA needs over time.

As it has done in the past, and as shown in most state planning studies, EPIC anticipates that it will meet a portion of its reliability needs through capacity-only contracts with natural gas plants. EPIC has contracted with demand response resources to fulfill some of its RA needs and is exploring other opportunities for demand response. EPIC is hopeful that new technologies will be developed that will provide cleaner resources with the reliability characteristics of California's existing natural gas fleet, and it will continue to investigate such resources as appropriate. This noted, one of EPIC's primary concerns is supporting ongoing grid reliability, which compels the CCA program, in the near term, to include natural gas resources amongst its resource adequacy purchases until such time that clean, reliable capacity becomes more readily available.

Ensure that at least 65% of RPS Procurement is From Long-Term Contracts

Consistent with Section 454.52(a)(1)(F), EPIC is on pace to meet the requirement that 65% of its RPS procurement must come from contracts of 10 years (long-term or more for each compliance period. For the current compliance period, EPIC has procured 95% from long-term contracts. Additionally, the majority of the resources shown in EPIC's PCP are expected to be acquired through long-term contracts. EPIC will continue to procure renewables through short-term contracts when opportunities present themselves for cost-efficient procurement and when doing so would reduce any remaining dependency on system power.

Strengthen the diversity, sustainability, and resilience of the bulk transmission and distribution systems, and local communities

EPIC's PCP achieves results and performance characteristics that strengthen the diversity, sustainability and resilience of the bulk transmission and distribution systems, as well as local communities, meeting Section 454.52(a)(1)(G). EPIC's PCP relies on procurement from a variety of resource types as well as significant storage resources incorporated in hybrid solar and storage configuration. EPIC believes that the complementary nature of the solar and storage in hybrid resources makes better use of the existing transmission system. EPIC carefully evaluates the long-term generation load-matching and congestion risks of new resources and weighs its options in the context of its existing supply and net demand on an hourly basis for the full duration of any contract period.

Demand-Side Energy Management

EPIC's PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(H) goal of enhancing demand-side energy management. EPIC continues to explore and pursue demand-side management programs such as demand response, energy efficiency, and behind the meter energy storage solutions.

Distributed energy resources (DER) programs support customer energy cost reduction, GHG reductions, and air quality improvements. Such programs help CCAs reduce costly energy purchases, while some may earn revenue from wholesale market participation. Demand response programs provide customers an opportunity to play a role in the operation of the electric grid by reducing their electricity usage during peak demand days when market prices are highest ("peak events") in exchange for financial incentives.

With the recent expansive deployment of DERs in CalChoice member jurisdictions (such as smart thermostats, rooftop solar and battery storage systems, and electric vehicles and chargers; aka "behind-the-meter" assets), the groundwork is being laid to establish a virtual power plant ("VPP") for the benefit of CalChoice Members. Through a VPP, each CCA program may create, monitor, and control a fleet of assets to modify load when power is expensive, and reduce stress on the grid during called events and/or during certain market conditions. Implementation of such a program requires a third-party supplier to provide the DERMS software for management of the devices. In addition, it also requires an experienced program administrator to establish a future demand response incentive offering for CalChoice Member customers. The program administrator will also be responsible for integration and coordination of DER assets with third-party owners.

CalChoice is currently exploring opportunities to launch a DERMS and develop its customer incentive demand response program for 2026-2027.

Minimizing Localized Air Pollutants with Emphasis on Disadvantaged Communities ("DACs")

EPIC's PCP achieves results and performance characteristics consistent with the Section 454.52(a)(1)(I) goal of minimizing localized air pollutants and other GHG emissions with early priority on disadvantaged communities. EPIC's PCP relies primarily on renewable generation and hydroelectric generation, and this portfolio is expected to exhibit relatively low GHGs and localized air pollution emissions. EPIC's PCP minimizes EPIC's reliance on unspecified system power, instead opting for renewable and hydroelectric generation procurement/development whenever feasible. Results from the CSP tool indicate the following localized air pollutants associated with EPIC's PCP in 2045:

- NOx: 2 tonnes/year
- PM 2.5: 1 tonnes/year
- SO2: 0 tonnes/year

These emissions are expected to result from the planned use of system energy and biomass energy in the PCP, as well as emissions from Combined Heat and Power ("CHP") resources and system energy assigned to the EPIC portfolio by the CSP tool. In evaluating new use of biomass resources, EPIC will prioritize those located outside of DACs to the greatest practical extent.

Resource Diversity

Consistent with the PUC Section 454.52(a)(1)(J), …..

d. GHG Emissions Results

EPIC used its load-based proportional share of the 8 MMT GHG Benchmark to determine the emissions compliance for its 8 MMT PCP. EPIC's assigned load proportional share of the 8 MMT benchmark in 2035 is 0.0443 MMT and in 2045 is 0.0190 MMT. Based on the 8 MMT CSP calculator, EPIC's PCP would result in total 2035 GHG emissions of 0.0433 MMT and 2045 GHG emissions 0.0167 MMT, which is slightly less than EPIC's assigned share of the 8 MMT GHG reduction benchmark.

e. Local Air Pollutant Minimization and Disadvantaged Communities

i. Local Air Pollutants

The CSP calculator estimates the following emissions associated with EPIC's 8 MMT portfolio:

Table 4: PCP Air Pollutants

Pollutant	2030	2035	2040	2045
PM2.5	3	3	2	1
SO2	0	0	0	0
NOx	5	5	4	2

EPIC's contribution to air pollutants is a result of a combination of electricity procured from biomass and from reliance on system power. The table below shows the portion of load that is being served from fossil fuel resources and system power each year the portfolio.

Table 5: 8 MMT Portfolio Demand, Fossil Fuel Resources and System Power

	2030	2035	2040	2045
Demand	641	786	879	931
Net System Power	118	107	93	55
% of Load Served by System Power	20%	15%	12%	6%

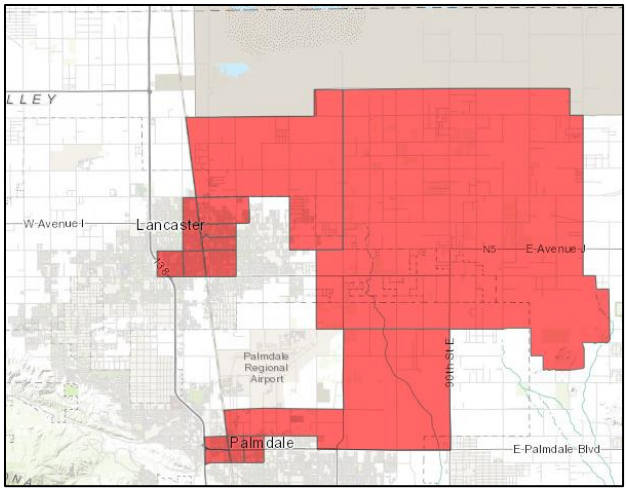
ii. Focus on Disadvantaged Communities

EPIC's IRP is consistent with the goal of minimizing local air pollutants, with early priority on DACs. As defined by the CalEPA's designation, a Disadvantaged Community includes four categories:

- Census tracts receiving the highest 25 percent of overall scores in CalEnviroScreen 4.0 (1,984 tracts).
- Census tracts lacking overall scores in CalEnviroScreen 4.0 due to data gaps but receiving the highest 5 percent of CalEnviroScreen 4.0 cumulative pollution burden scores (19 tracts).
- Census tracts identified in the 2017 DAC designation as disadvantaged, regardless of their scores in CalEnviroScreen 4.0 (307 tracts).
- Lands under the control of federally recognized Tribes.

EPIC serves customers in the following DACs:

Figure 2: Map of DACs within EPIC's Service Area



EPIC's service area includes the following DAC census tracks:

- 6037910402: CalEnviroScreen 4.0 score of 43, among the highest 25% of census tracts
- 6037910403: CalEnviroScreen 4.0 score of 42, among the highest 25% of census tracts
- 6037910501: CalEnviroScreen 4.0 score of 42, among the highest 25% of census tracts
- 6037910502: CalEnviroScreen 4.0 score of 40, among the highest 25% of census tracts

Our planning objective is to minimize unspecified system power usage and prioritize clean resources that reduce local pollution burdens across the State. Where grid capacity exists within our communities, we are particularly conscious of local areas with high cumulative pollution scores. In procurement practice, this involves prioritizing biomass facilities located outside of DACs and renewable generation with the greatest potential for displacement of fossil fuels, wherever practical: in its solicitations EPIC requests respondents to identify how the submitted projects may replace or supplant existing generation and to quantify the expected emissions impacts of this transition.

As required in this 2026 IRP submission, EPIC has also analyzed its existing portfolio of long-term contracts and their relationship to DACs within a 5-mile radius. While EPIC does not have direct data showing emissions reductions as a result of these projects (many are not yet operational), EPIC's long-term portfolio is comprised of renewable resources – solar, wind, geothermal – and battery storage capacity which all are anticipated to have either a positive impact or negligible impact on emissions and have the potential to displace emitting generation.

Table 6: PCP Air Pollutants

Project Type	Project Location	Census Tract	DACs in 5-mile radius
Solar Plus Storage	Terra Bella, CA	6107004500	6107003400, 6107004200, 6107004500

f. Cost and Rate Analysis

EPIC's 8 MMT PCP is reasonable from a cost perspective. In selecting resources for its portfolios, EPIC carefully considered the cost implications of specific resource selections and procurement timing. This analysis was informed by EPIC's procurement experience and the standard assumptions and results of the Commission's RESOLVE/SERVM modeling.

EPIC strives to keep customer costs as low as possible. This is reflected both in the resources procured and in the timing of those procurements. EPIC employs risk-management that considers risk associated with under-procurement, as well as risks of potential over-procurement which could occur from unforeseen changes in load going forward. Risk management also involves assessing the currently available technologies, expected technological developments, and potential for radically different technologies in the future. The assessment of potential resources is not strictly on price issues but includes information on how well the resources match the specific needs of EPIC's customers' load. For example, solar resources are often the least expensive on a simple cost per MWh basis, but other resources which may cost more on a simple MWh basis may provide additional benefits in terms of RA capacity, better matching EPIC's load profile, or serving the needs of the Palmdale community.

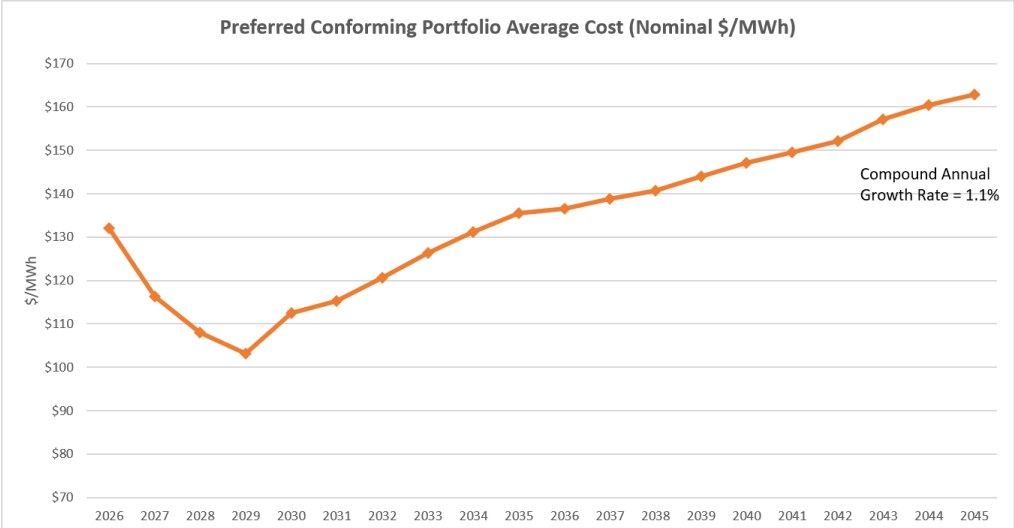
In general, EPIC sought to balance the need to procure resources with enough lead time to meet EPIC's LSE-specific procurement shortfalls and the Commission-identified overall system new resource needs with the cost-saving benefits of waiting to procure renewable and storage resources with downward sloping cost projections. EPIC also recognizes that future resource costs are highly uncertain, and technological advancement can happen unexpectedly; EPIC's procurement cycle is designed to take advantage of technological and cost improvements by incrementally adding new resource commitments over time.

EPIC continuously monitors the energy markets and reassesses current market prices, expected future prices, technological progress, and its expected needs. When opportunities arise EPIC will take advantage of them.

Requirements for All LSEs (including non-IOUs)

The average nominal portfolio cost increases by a compound average growth rate of 1.1% annually from 2026 through 2045. The yearly average portfolio cost is shown in the following figure.

Figure 3: Cost Impacts



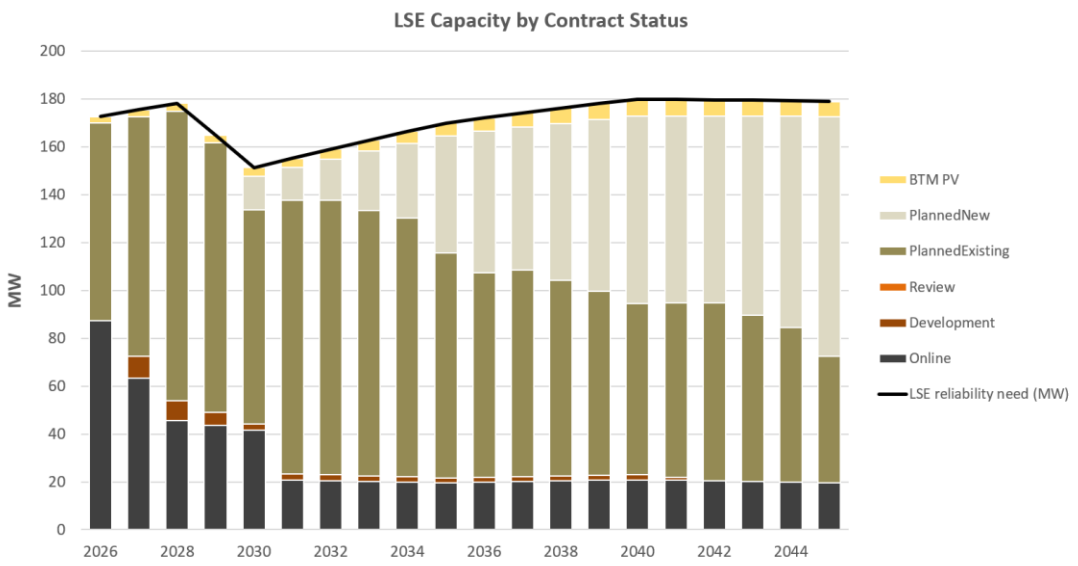
g. System Reliability Analysis

EPIC's PCP is expected to be reliable and will contribute EPIC's fair share to system reliability needs. The effective capacity of EPIC's 8 MMT PCP is provided in the following "System Reliability Progress Tracking Table" from the 8 MMT Resource Data Template dashboard (note that the row containing peak demand is confidential and has been excluded from this table). The net qualifying capacity for the month of September is shown for each year in the following table:

Table 7: System Reliability Progress Tracking, September, 8 MMT PCP

Load and Resource Table by Contract Status	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045
LSE reliability need (MW)	**173**	**175**	**178**	**165**	**151**	**155**	**159**	**163**	**166**	**170**	**172**	**174**	**176**	**178**	**180**	**180**	**180**	**179**	**179**	**179**
ELCC by contract status (effective MW)																				
Online	87	63	45	44	42	21	20	20	20	20	20	20	20	21	21	21	20	20	20	20
Development	-	9	8	5	3	3	2	2	2	2	2	2	2	2	2	1	-	-	-	-
Review	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PlannedExisting	83	100	121	113	89	114	115	111	108	94	85	86	82	77	71	73	74	69	64	53
PlannedNew	-	-	-	-	14	14	17	25	31	49	59	60	65	72	78	78	78	83	88	100
BTM PV	3	3	3	3	3	4	4	5	5	5	6	6	6	7	7	7	7	7	6	6
LSE total supply (effective MW)	**173**	**175**	**178**	**165**	**151**	**155**	**159**	**163**	**166**	**170**	**172**	**174**	**176**	**178**	**180**	**180**	**180**	**179**	**179**	**179**
Net capacity position (+ve = excess, -ve = shortfall) (effective MW)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Figure 4:



As demonstrated in Table 7, EPIC's PCP contributes 173 MW of peak monthly NQC in 2045. Combined with EPIC's allocation of 6 MW of behind-the-meter PV, this makes for an LSE total supply of 179 MW. As shown in the table above, this NQC meets EPIC's reliability need. Of this total, 100 MW are related to new renewable and hybrid resources as well as new short- and long-duration storage resources. EPIC's PCP includes planned contracts with existing resources, which are expected to include resources within the existing natural gas generator fleet, for a total of 72 MW of NQC. This balanced portfolio of flexible capacity works to effectively and reliably integrate a renewables-heavy portfolio, thus exceeding EPIC's share of any system-wide renewable integration resource requirements.

h. Existing Resource Planning

Over the last several years, EPIC has been ramping up its procurement of new resources as it gains experience in contracting new resources. EPIC's portfolio still reflects a sizeable number of existing resources, but much of this is already under contract and EPIC anticipates renewing existing contracts.

EPIC's PCP shows declining use of existing resources as EPIC plans to work with developers to add new renewable generation to the EPIC power mix. As demonstrated in EPIC's PCP, EPIC will drive significant new resource development, which will have a corresponding decrease in EPIC's planned use of existing resources. Existing resources that EPIC plans to utilize are generally resources that have been available and successfully contract with in the past. Some of these contracts are for multi-year terms, which provides assurance that such resources will remain available. EPIC has chosen these resources because of their lower delivery risks compared to new resources. However, EPIC recognizes that there is a risk that some existing resources planned for use may not be available to meet EPIC's plans. EPIC's portfolios attempt to balance out these competing risks, and, as EPIC adapts its plans, energy market conditions change. Existing resources that EPIC plans to contract with are generally resources that EPIC has seen have been available. EPIC has chosen these resources because of their lower delivery risks compared to new resources. However, EPIC recognizes that there is a risk that these existing resources may not be available to meet EPIC's plans. EPIC's portfolios attempt to balance out these competing risks, and, as EPIC has explained elsewhere in this document, EPIC does not view its proposed portfolio as written in

stone, but rather a map to be followed. EPIC is always ready to change its path should the energy market change. If expected existing resources are not available, EPIC will consider other possible alternatives. Even if the existing resources are available, EPIC may procure new resources if doing so would reduce emissions or save money.

i. Hydro Generation Risk Management

In developing its portfolios, EPIC took several steps to manage the risk of reduced hydro availability that may result from future in-state drought. First, EPIC has developed a network of Pacific Northwest-based hydroelectric power suppliers, including entities that have substantial Asset Controlling Supplier ("ACS") supply and are thus able to sell firm low-carbon supply to EPIC. EPIC's PCP includes hydroelectric resources located within California as well as imported hydroelectric power from the Pacific Northwest. Second, EPIC will prioritize hydroelectric contracts with marketers that provide firm delivery volumes, helping to reduce the planning uncertainty associated with drought and variable hydroelectric conditions within California. For its PCP, EPIC increased its planned use of hydroelectricity, which could be at risk under certain drought conditions. However, due to EPIC's relatively small hydroelectric needs, EPIC will have a greater probability of filling its annual positions than other, larger LSEs. With that noted, under a drought scenario or in the event that other factors restrict the availability of hydroelectricity and EPIC is unsuccessful in filling related shortfalls through short-term contracting opportunities, EPIC would plan to substitute with renewable energy resources to ensure it meets its assigned GHG benchmark.

j. Long-Duration Storage Planning

EPIC observed that the System Reference Plan includes increasing amounts of eight-hour battery storage and relatively static amounts of four-hour battery storage over the planning period. EPIC has similarly planned to increase its use of long-duration storage over time. Planned solar plus storage projects beginning with the 2035 procurement tranche include eight-hour battery storage. This represents a change from the 2022 IRP in which most of the battery storage was planned as four-hour duration. Current cost estimates are high for long duration storage, and this puts upward pressure on portfolio costs. The relatively low ELCC factors for battery storage in the RDT means that relatively little resource adequacy value is obtained, despite the high costs. As additional technologies are market-proven and more developers offer long-duration storage with potentially lower costs, EPIC will consider further procurement of these resources. However, EPIC will consider shorter duration storage if the economics are more attractive. EPIC sees the possibility for substantial benefits from long-duration storage to the grid and for aiding LSEs in compliance with the Slide-of-Day Resource Adequacy program.

k. Clean Firm Power Planning

EPIC views clean firm generation as a valuable element of its resource mix as it provides reliable and predictable generation with low emissions. The challenge to greater utilization of this resource type is availability and cost. The primary large scale clean firm resources are geothermal and nuclear generation. Other clean firm generation types, such as biomass and especially biogas are typically smaller-scale projects. None of these resources are abundant, and costs have been increasing rapidly

due to resource scarcity and competition with non-LSE offtakers such as data centers, which could limit their role in the planned portfolio. The PCP includes new geothermal contracted and planned to come online in 2031, meeting EPIC's D.21-06-035 requirements, and planned new geothermal in 2035 and 2045. The PCP assumes other LSEs and non-LSE offtakers such as data centers are similarly procuring from the pool of available geothermal resources, further limiting how much is assumed to be available to EPIC and driving up pricing.

l. Non-CAISO, including Out-of-State, Wind Planning

EPIC's planned contracting for new out-of-state wind energy projects generally follows the timeline and relative size for selected builds of this resource type from the CPUC's RESOLVE modeling results. To date, EPIC has observed various LSEs with contracts for New Mexico wind resources delivered via the SunZia transmission project. Availability of IARs remains a constraining factor for New Mexico wind, and transmission limitations are anticipated to be constraining availability of wind from other states. As compared to the 2022 IRP, the current PCP includes similar amounts out-of-state wind after adjusting for the larger load reflected in the current PCP. Transmission remains the most significant risk to EPIC's planned use of out-of-state wind.

m. Offshore Wind Planning

EPIC did not include plans for offshore wind in its PCP pending further progress on development of this resource type. Potential Department of Water Resources contracts of offshore wind energy have not been assumed, but EPIC could adapt future plans as needed to incorporate these resources.

n. Transmission Planning

In identifying resource locations for all portfolios, EPIC was guided by the following considerations:

- EPIC has a general preference for resources located within its service area and the community it serves, but more generally, within Southern California.
- EPIC prefers projects located in areas that can utilize existing transmission infrastructure with minimal upgrade/modification costs.
- EPIC prefers low-impact renewable energy projects that provide economic benefit to DACs, subject to community interest in siting projects within such locations.

Unlike the IOUs, EPIC is not a transmission and distribution ("T&D") system operator. EPIC does not enjoy the benefits of a granular knowledge of Southern California Edison Company's ("SCE") T&D system or the CAISO grid, and EPIC is not in the best position to identify optimal resource locations and does not have the expertise inhouse to determine the best locations for new resources. In practice, EPIC relies on project developers to conduct the research and technical studies necessary for siting potential generation projects. EPIC evaluates projects offered by developers based on a variety of criteria, including transmission availability, nodal prices and potential for congestion, project viability, environmental, workforce, and other factors. As such, EPIC generally utilized the PSP selected candidate resources as a guide for likely resource locations in its PCP. These should be treated as general expectations based on the aforementioned considerations, not definitive selections – actual project

locations will be selected during EPIC's future solicitation processes. EPIC believes that the best way to keep costs down during resource solicitations is to not limit the potential locations of the resources. Competition among the responders to resource solicitations ensures that EPIC can avail itself of the best possible resources, including allowing developers to explore different locations and select what they feel is the best location for their resource taking into account numerous factors, including the costs of any potential transmission upgrades or curtailment issues. Like most LSEs, EPIC doesn't have the necessary resources to examine all possible resource locations to find optimal one from a transmission perspective but relies on the developers of projects doing just that.

As discussed in prior sections, EPIC will remain flexible with respect to identifying specific resources for its supply portfolio. If EPIC's expected resource locations become infeasible due to various constraints, or if the Commission's modeling efforts happen to indicate that certain resource locations are no longer feasible/desirable, then EPIC would ultimately locate and contract for alternative resources that fall in preferred locations. EPIC also remains open to attractive project opportunities, even if those locations differ from the assumptions used in this plan. As discussed in prior sections, EPIC is very nimble in administering pertinent resource planning processes. More specifically, if EPIC's expected resource locations become infeasible due to various constraints, or if the Commission's modeling efforts happen to indicate that certain resource locations are no longer feasible/desirable, then EPIC would ultimately locate and contract for alternative resources that fall in preferred locations. EPIC also remains open to interesting opportunities, and should developers find locations that have not been anticipated but through the developer's analysis offer benefits EPIC will consider them without feeling locked into the existing expected locations.

Most of the resources in the EPIC's PCPs are not expected to require transmission upgrades beyond the standard interconnection process. Those resources in EPIC's PCP that might require substantial transmission upgrades or new transmission lines are generally planned for much later in the plans and EPIC expects that the developers will have determined that the transmission will be available before EPIC enters into agreements with them. These resources in the EPIC PCPs would include the OOS Wind and Offshore Wind. It is obvious that both offshore and out-of-state wind will require additional transmission, and this is a part of any discussion of these resources. In addition, in selecting these future resources for its portfolios EPIC has considered transmission and chosen projects for which any transmission concerns should be minimized or already addressed. EPIC's choice of New Mexico Wind was made because of the existing plans for transmission to bring that energy to California. EPIC's choice of Wyoming Wind was made because of the existing plans for transmission to bring that energy to California; indeed, developers of that transmission have approached the CAISO about having that transmission become part of the CAISO.

IV. Action Plan

Use this section to demonstrate to the Commission, and to stakeholders, the feasibility of the LSE's planning and procurement strategy, what barriers it envisions to implementing its plan, and what actions the Commission should consider in order to facilitate plan implementation.

a. Proposed Procurement Activities and Potential Barriers

EPIC has a well-established procurement process that it uses and will continue to use to steadily achieve its PCP over the planning period. EPIC's procurement process includes the following key activities:

- Identification of planned resources by type, desired online date, and capacity.
- Planning for procurement activities in consideration of EPIC's risk management policy; resource acquisition lead times including, where applicable, development timelines; staff capacity; and financial considerations.
- Design and administration of resource solicitations. For new resources, these typically take the form of periodic request for offers processes, while for existing resources, procurement activity is more frequent and routinized.
- Careful negotiation of contract terms to ensure positive outcomes for EPIC customers with appropriate risk mitigation.
- Ongoing contract management, including where applicable, careful monitoring of development milestones.
- Ongoing contract management, including where applicable, careful monitoring of generator performance after a resource has achieved commercial operation date ("COD").
- Conduct and participate in joint CCA solicitation processes in order to expand procurement opportunities available to EPIC.

EPIC expects to use competitive solicitations to procure contracts for the new build resources contained in the PCP. Standard power purchase agreement terms are expected to range from ten to twenty years.

i. *The LSE should provide responses for each of the following resource categories:* Resources to meet IRP mandated procurement requirements, including D.21-06-035 and D.23-02-040

EPIC does not have any procurement requirements under D.21-06-035, but has made significant progress in contracting with resources to meet its D.23-02-040 requirement. The recent D.26-02-057 procurement order obligates additional incremental procurement totaling 15 MW by 2032, of which 4 MW is long duration storage and/or clean firm generation. EPIC is currently evaluating offers resulting from a recent joint solicitation, which it expects to yield contracts to help contribute to the new obligation.

i. Plans for resources that are currently non-candidate in CPUC's IRPs not described above

Not applicable

ii. Other renewable and/or zero carbon resources not described above

As previously mentioned, EPIC's PCPs are not set in stone. EPIC continually monitors the renewable energy space through RFPs and discussions with developers, as well as monitoring various news reports, and regulatory proceedings. EPIC is ready to modify its expected portfolio if new resources or specific opportunities arise. EPIC has expressed openness to alternative potential emissions reduction opportunities in its RFPs and has encouraged such offers from respondents. This has not resulted in any

viable opportunities to date, but EPIC will continue to pursue various approaches to explore the potential value of a wide range of options. EPIC strives to be a nimble and adaptable energy buyer in order to offer its customers the lowest cost, high renewable content power

iii. Other energy storage not described above

EPIC expects that except for the long-duration storage required under D.21-06-035, D.26-02-057 and future procurement orders, the storage it will acquire will mostly be from paired solar and storage resources and/or standalone storage resources that help balance EPIC's very high behind-the-meter solar penetration. EPIC remains open to considering other possibilities, especially if new technologies arise that reduce the costs of storage or in situations where storage can help fulfill other needs, such as reducing the need for new transmission or distribution. EPIC will continue to monitor developments in the energy storage markets and adjust its portfolio if advantageous opportunities arise.

iv. Other demand response not described above

EPIC has already contracted for a modest amount of demand response resources. EPIC remains open to other opportunities should they arise, and consistent with the current maximum cumulative capacity ("MCC") bucket requirements.

v. Other energy efficiency not described above

EPIC does not currently have any energy efficiency investment plans but may consider these proposals in the future.

vi. Other distributed generation not described above

EPIC does not currently have any distributed generation investment plans but may consider these proposals in the future.

vii. Transportation electrification, including any investments that correspond to different levels than what is included in Integrated Energy Policy Report (IEPR)

EPIC does not currently have any transportation electrification investment plans but may consider these proposals in the future.

viii. Building electrification, including any investments that correspond to different levels than what is included in Integrated Energy Policy Report (IEPR)

EPIC does not currently have any building electrification investment plans but may consider these proposals in the future.

ix. Potential Centralized Procurement, pursuant to AB-1373

[Response?]

x. Other

b. Disadvantaged Communities (DACs)

EPIC is committed to considering the impacts of its resource planning and procurement activities on disadvantaged communities. While no specific outreach activities have been completed to date – that is, soliciting direct input from disadvantaged communities located within EPIC's service territory, or beyond – EPIC will consider the staff resources and time commitments that would be needed to effectively gather feedback from these constituents for purposes of evaluating and, potentially, adapting future resource planning and procurement decisions. The schedule for such activities will be developed after evaluating the staffing resources best suited to participate in such outreach and/or any outside resources that may be necessary to credibly and competently gather and evaluate feedback compiled through this process. In addition to identifying necessary staff resources and/or outside support related to this process, EPIC will also determine a suitable framework for gathering feedback from disadvantaged communities, including an assessment of logistics (for example, completion of an in-person workshop versus another method of feedback gathering) and potential communication requirements (notably, whether materials and/or presenters will need to accommodate multiple languages, etc.). When such feedback is gathered, EPIC will determine whether existing planning and procurement processes are sufficiently responsive to the concerns and priorities expressed by members of participating disadvantaged communities during this outreach exercise. If existing processes satisfactorily address noted concerns and preferences, EPIC may leave its current planning and procurement processes as-is. If, however, there are noteworthy gaps or oversights that are highlighted during future outreach efforts, procedural adaptations will be incorporated in the future

For now, EPIC has adopted bid selection protocols and evaluative criteria that will be applied when administering solicitations intended to facilitate the achievement of future renewable energy and other portfolio needs. Such selections protocols are outlined in EPIC's most recent Updated Draft 2022 Renewables Portfolio Procurement Plan, as recently submitted to the Commission on August 15, 2022. In this document, EPIC indicates that it will gather information regarding the following important considerations, amongst others, when evaluating any offers for renewable energy resources that may be needed to meet California's RPS procurement mandate:

- Environmental impacts and related mitigation requirements, including impacts to air pollution within communities that have been disproportionately impacted by the existing generating fleet; and
- Potential economic benefits created within communities with high levels of poverty and unemployment.

Gathering information in these areas will provide EPIC with valuable insight when determining whether certain projects may further impact or alleviate impacts within disadvantaged communities, which often reflect the characteristics identified in the aforementioned criteria, but will also provide for broader consideration of the Town's resource planning and procurement decisions on sensitive communities. In addition, EPIC has indicated that it will consider the inclusion of evaluative preference for "renewable energy projects that provide environmental and economic benefits to communities afflicted with poverty or high unemployment, or that suffer from high emission levels of toxic air contaminants, criteria air pollutants, and greenhouse gases," pursuant to Public Utilities Code 399.13(a)(8)(A). To the extent that the Town procures RPS resources through solicitations where qualitative factors are considered, the impact on disadvantaged communities will be evaluated in relation to these bid and evaluation protocols.

Necessary information will be gathered by requiring prospective suppliers to answer the following questions: Is your facility located in a community afflicted with poverty or high unemployment or

that suffers from high emission levels? If so, the participant will be encouraged to describe how its proposed facility can provide the following benefits to adjacent communities:

- Projected hires from adjacent community (number and type of jobs);
- Duration of work (during construction and operation phases);
- Projected direct and indirect economic benefits to the local economy (i.e., payroll, taxes, services);e.g.
- Emissions reduction – identify existing generation sources by fuel source within 6 miles of proposed facility and indicate whether the proposed facility will replace/supplant the identified generation sources; and
- To the extent that the proposed generating facility is expected to replace/supplant an existing generating facility, the prospective supplier will be asked to quantify the associated emission impacts of this transition.

Certain of these considerations were incorporated during the administration of EPIC's most recent solicitation for long-term renewable energy supply; others will be reflected in future solicitations. Based on the success of its ongoing solicitation process(es), the Town may adapt these considerations over time, maintaining awareness of the impacts of its resource planning and procurement process on disadvantaged communities.

To achieve (or fall below) its prescribed emission targets, EPIC clearly must adapt its portfolio planning targets to ensure that sufficient quantities of clean energy are procured over time. When managing these transitions, EPIC will be considerate of the impacts on disadvantaged communities by taking the steps outlined above, including the completion of outreach within disadvantaged communities and observance of the aforementioned bid protocols. EPIC looks forward to updating the Commission on the success of these efforts during the California's IRP cycle.

Power Choice

Power Choice program facilitates the installation of solar plus battery storage to CCA customers through a PPA, which is administered/paid via the customer bill. The program is a partnership with Participate Energy, who finances and owns the systems and acts as program administrator, and Tesla, who provides the storage assets for the program. Additionally, the program partners with local solar installers in each participating City.

In October 2025, the program launched "Power Choice CARE" program, which offered a program participation rate at 50% discount from the standard residential Power Choice offering. Customers must be on a CARE/FERA rate and must meet the income eligibility thresholds to participate. The targeted marketing campaign reached more than 80,000 eligible households across CalChoice Member CCA territories. Eligible customers within Palmdale's customer base include 451 FERA customers and 19,893 CARE customers.

c. LSEs' Tribal Customers

There are no tribal customers currently being served by EPIC

d. Procurement Products

EPIC intends to utilize the following physical energy products in procurement activities associated with its PCP. Contracts are expected to be conducted bilaterally rather than via commodities exchanges.

Table 8: Procurement Products

Product	Description
Physical energy, RPS qualifying	Renewable energy qualified to meet California RPS
Physical energy, other carbon free	Non-carbon emitting energy that does not meet California RPS; e.g., large hydro
Physical energy, CAISO energy	Energy delivered to the CAISO grid from unspecified sources
Capacity, Net Qualifying Capacity	Capacity qualified to meet California Resource Adequacy program standards

e. Commission Direction of Actions

Not applicable

V. Lessons Learned

EPIC's experience in this IRP cycle has reinforced several important considerations regarding the scale and urgency of clean energy procurement required to achieve California's long-term emissions goals. As a CCA committed to delivering clean, affordable, and reliable energy to its customers, EPIC recognizes that the path to meeting the electric sector's 8 MMT by 2045 GHG benchmark demands sustained, large-scale procurement activity across the entire IRP planning horizon — not merely in the near term.

A central lesson from this planning cycle is the recognition that achieving compliance with state GHG emissions reduction requirements will necessitate substantial and continuous procurement of renewable energy, long-duration storage, clean firm power, and other zero-carbon resources through 2045. The scale of resource additions required — informed by the 2025-2026 Transmission Planning Process Portfolio and EPIC's own load growth projections — underscores that no single procurement wave will be sufficient. Rather, LSEs such as EPIC must maintain active, ongoing procurement pipelines over the coming two decades to ensure that new clean resources come online in cadence with load growth, contract expirations, and the retirement of fossil-fueled generation. EPIC encourages the Commission to structure future IRP cycles, procurement tracks, and associated guidance in a manner that supports and anticipates this long-duration procurement obligation.

EPIC intends to be an active and engaged participant in procurement necessary to achieve these objectives. EPIC's governing board has affirmed procurement as a strategic priority, and EPIC plans to pursue solicitations for renewable energy, energy storage, and other qualifying resources on a rolling basis consistent with its Preferred Conforming Portfolio and Action Plan. EPIC recognizes that successful

procurement at the scale required through 2045 will depend not only on its own diligence, but also on the Commission's continued efforts to streamline procurement authorization processes, reduce regulatory barriers to contract execution, and provide adequate lead time for LSEs to compete effectively in competitive resource markets.

Glossary of Terms

Alternative Portfolio: *LSEs are permitted to submit "Alternative Portfolios" developed from scenarios using different assumptions from those used in the Preferred System Plan with updates. Any deviations from the "Conforming Portfolio" must be explained and justified.*

Approve (Plan)*: the CPUC's obligation to approve an LSE's integrated resource plan derives from Public Utilities Code Section 454.52(b)(2) and the procurement planning process described in Public Utilities Code Section 454.5, in addition to the CPUC obligation to ensure safe and reliable service at just and reasonable rates under Public Utilities Code Section 451.*

Balancing Authority Area (CAISO): *the collection of generation, transmission, and loads within the metered boundaries of the Balancing Authority. The Balancing Authority maintains load-resource balance within this area.*

Baseline resources: *Those resources assumed to be fixed as a capacity expansion model input, as opposed to Candidate resources, which are selected by the model and are incremental to the Baseline. Baseline resources are existing (already online) or owned or contracted to come online within the planning horizon. Existing resources with announced retirements are excluded from the Baseline for the applicable years. Being "contracted" refers to a resource holding signed contract/s with an LSE/s for much of its energy and capacity, as applicable, for a significant portion of its useful life. The contracts refer to those approved by the CPUC and/or the LSE's governing board, as applicable. These criteria indicate the resource is relatively certain to come online. Baseline resources that are not online at the time of modeling may have a failure rate applied to their nameplate capacity to allow for the risk of them failing to come online.*

Candidate resource: *those resources, such as renewables, energy storage, natural gas generation, and demand response, available for selection in IRP capacity expansion modeling, incremental to the Baseline resources.*

Capacity Expansion Model: *a capacity expansion model is a computer model that simulates generation and transmission investment to meet forecasted electric load over many years, usually with the objective of minimizing the total cost of owning and operating the electrical system. Capacity expansion models can also be configured to only allow solutions that meet specific requirements, such as providing a minimum amount of capacity to ensure the reliability of the system or maintaining greenhouse gas emissions below an established level.*

Certify (a Community Choice Aggregator Plan)*: Public Utilities Code 454.52(b)(3) requires the CPUC to certify the integrated resource plans of CCAs. "Certify" requires a formal act of the Commission to determine that the CCA's Plan complies with the requirements of the statute and the process established via Public Utilities Code 454.51(a). In addition, the Commission must review the CCA Plans to determine any potential impacts on public utility bundled customers under Public Utilities Code Sections 451 and 454, among others.*

Clean System Power (CSP) methodology*: the methodology used to estimate GHG and criteria pollutant emissions associated with an LSE's Portfolio based on how the LSE will expect to rely on system power on an hourly basis.*

Community Choice Aggregator*: a governmental entity formed by a city or county to procure electricity for its residents, businesses, and municipal facilities.*

Conforming Portfolio*: the LSE portfolio that conforms to IRP Planning Standards, the 2045 LSE-specific GHG Emissions Benchmark, use of the LSE's assigned load forecast, use of inputs and assumptions matching those used in developing the Reference System Portfolio, as well as other IRP requirements including the filing of a complete Narrative Template, a Resource Data Template and Clean System Power Calculator*.

Effective Load Carrying Capacity*: a percentage that expresses how well a resource is able avoid loss-of-load events (considering availability and use limitations). The percentage is relative to a reference resource, for example a resource that is always available with no use limitations. It is calculated via probabilistic reliability modeling, and yields a single percentage value for a given resource or grouping of resources.*

Effective Megawatts (MW): *perfect capacity equivalent MW, such as the MW calculated by applying an ELCC % multiplier to nameplate MW.*

Electric Service Provider*: an entity that offers electric service to a retail or end-use customer, but which does not fall within the definition of an electrical corporation under Public Utilities Code Section 218.*

Filing Entity*: an entity required by statute to file an integrated resource plan with CPUC.*

Future*: a set of assumptions about future conditions, such as load or gas prices.*

GHG Benchmark (or LSE-specific 2045 GHG Benchmark)*: the mass-based GHG emission planning targets calculated by staff for each LSE based on the methodology established by the California Air Resources Board and required for use in LSE Portfolio development in IRP.*

GHG Planning Price: *the systemwide marginal GHG abatement cost associated with achieving a specific electric sector GHG planning target.*

Integrated Resources Planning Standards (Planning Standards)*: the set of CPUC IRP rules, guidelines, formulas and metrics that LSEs must include in their LSE Plans.*

Integrated Resource Planning (IRP) process*: integrated resource planning process; the repeating cycle through which integrated resource plans are prepared, submitted, and reviewed by the CPUC*

Long term*: more than 5 years unless otherwise specified.*

Load Serving Entity*: an electrical corporation, electric service provider, community choice aggregator, or electric cooperative.*

Load Serving Entity (LSE) Plan*: an LSE's integrated resource plan; the full set of documents and information submitted by an LSE to the CPUC as part of the IRP process.*

Load Serving Entity (LSE) Portfolio*: a set of supply- and/or demand-side resources with certain attributes that together serve the LSE's assigned load over the IRP planning horizon.*

Loss of Load Expectation (LOLE): *a metric that quantifies the expected frequency of loss-of-load events per year. Loss-of-load is any instance where available generating capacity is insufficient to serve electric demand. If one or more instances of loss-of-load occurring within the same day regardless of duration are counted as one loss-of-load event, then the LOLE metric can be compared to a reference point such as the industry probabilistic reliability standard of "one expected day in 10 years," i.e. an LOLE of 0.1.*

Maximum Import Capability: a California ISO metric that represents a quantity in MWs of imports determined by the CAISO to be simultaneously deliverable to the aggregate of load in the ISO's Balancing Authority (BAA) Area and thus eligible for use in the Resource Adequacy process. The California ISO assess a MIC MW value for each intertie into the ISO's BAA and allocated yearly to the LSEs. A LSE's RA import showings are limited to its share of the MIC at each intertie.

Net Qualifying Capacity (NQC): *Qualifying Capacity reduced, as applicable, based on: (1) testing and verification; (2) application of performance criteria; and (3) deliverability restrictions. The Net Qualifying Capacity determination shall be made by the California ISO pursuant to the provisions of this California ISO Tariff and the applicable Business Practice Manual.*

Non-modeled costs*: embedded fixed costs in today's energy system (e.g., existing distribution revenue requirement, existing transmission revenue requirement, and energy efficiency program cost).*

Nonstandard LSE Plan*: type of integrated resource plan that an LSE may be eligible to file if it serves load outside the CAISO balancing authority area.*

Optimization*: an exercise undertaken in the CPUC's Integrated Resource Planning (IRP) process using a capacity expansion model to identify a least-cost portfolio of electricity resources for meeting specific policy constraints, such as GHG reduction or RPS targets, while maintaining reliability given a set of assumptions about the future. Optimization in IRP considers resources assumed to be online over the planning horizon (baseline resources), some of which the model may choose not to retain, and additional resources (candidate resources) that the model is able to select to meet future grid needs.*

Planned resource: *any resource included in an LSE portfolio, whether already online or not, that is yet to be procured. Relating this to capacity expansion modeling terms, planned resources can be baseline resources (needing contract renewal, or currently owned/contracted by another LSE), candidate resources, or possibly resources that were not considered by the modeling, e.g., due to the passage of time between the modeling taking place and LSEs developing their plans. Planned resources can be specific (e.g., with a CAISO ID) or generic, with only the type, size and some geographic information identified.*

Qualifying capacity*: the maximum amount of Resource Adequacy Benefits a generating facility could provide before an assessment of its net qualifying capacity.*

Preferred Conforming Portfolio*: the conforming portfolio preferred by an LSE as the most suitable to its own needs; submitted to CPUC for review as one element of the LSE's overall IRP plan.*

Preferred System Plan: *the Commission's integrated resource plan composed of both the aggregation of LSE portfolios (i.e., Preferred System Portfolio) and the set of actions necessary to implement that portfolio (i.e., Preferred System Action Plan).*

Preferred System Portfolio: *the combined portfolios of individual LSEs within the CAISO, aggregated, reviewed and possibly modified by Commission staff as a proposal to the Commission, and adopted by*

the Commission as most responsive to statutory requirements per Pub. Util. Code 454.51; part of the Preferred System Plan.

***Short term**: 1 to 3 years (unless otherwise specified).*

***Staff**: CPUC Energy Division staff (unless otherwise specified).*

***Standard LSE Plan**: type of integrated resource plan that an LSE is required to file if it serves load within the CAISO balancing authority area (unless the LSE demonstrates exemption from the IRP process).*

***Transmission Planning Process (TPP)**: process conducted by the California Independent System Operator (CAISO) to identify potential transmission system limitations and areas that need reinforcements over 10-year and 15-year horizons.*

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **1, 2, 3, 5**

SUBJECT: **APPROVE AGREEMENT WITH DASH CONSTRUCTION COMPANY, INC., FOR WROUGHT IRON FENCING REPLACEMENT SERVICES FOR A TOTAL NOT TO EXCEED AMOUNT OF $177,962 FOR A TERM OF 180 WORKING DAYS FROM THE DATE OF THE NOTICE TO PROCEED**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Agreement No. A-9718 with Dash Construction Company, Inc., for wrought iron fencing replacement services for a total not to exceed amount of $177,962, which includes a contract amount of $161,784, plus a 10% contingency amount of $16,178 for a term of 180 working days from the date of the Notice to Proceed;

2. Authorize the City Manager or his designee to execute Agreement No. A-9718 with Dash Construction Company, Inc., including minor and/or non-substantial changes; and,

3. Authorize the City Manager or his designee to approve change orders for additional or changed scopes of work up to the 10% contingency amount approved by the Council.

BACKGROUND

City Landscape Maintenance manages approximately 485 acres of Landscape Maintenance Districts (LMDs) and General Benefit Landscapes, including 287 drainage basins. Wrought iron fencing surrounding these basins is deteriorating due to age, weather exposure, corrosion, vandalism, and traffic-related incidents. As a result, many fencing sections have reached the end of their useful service life, creating security risks, safety hazards and negatively affecting the overall appearance of these sites.

For this year's projects, staff recommend wrought iron fencing replacement at the following priority locations:

1. LMD 260 – Near 39360 Summerwind Drive
2. LMD 62 – 55th Street West and Avenue M-8
3. LMD 52 – Avenue R-8 and Opaline Court
4. LMD 145 – 33rd Street East and Jojoba Terrace

These locations were selected based on the severity of the damage and its impact on public safety.

DISCUSSION

The City publicly advertised Invitation for Bid (IFB) No. 26-003-3610-2 for Wrought Iron Fencing Replacement Services through the electronic platform PlanetBids on March 3, 2026. The solicitation was also posted on the City's website and published in the Antelope Valley Press. A total of 34 vendors registered as prospective bidders, and five submitted bids by the April 2, 2026, deadline.

Rank	Vendor	Location	Proposal Amount
1	Dash Construction Company, Inc.	Woodland Hills, CA	161,784.00
2	Skilled Fence Builder	San Bernardino, CA	167,200.00
3	Golden West Fence	Nuevo, CA	169,404.00
4	California Fencing	Lancaster, CA	239,758.00
5	All American Building Services	Santa Clarita, CA	462,635.00

Dash Construction Company, Inc. submitted the lowest responsive and responsible bid. Staff conducted reference checks that confirmed the contractor has consistently delivered quality work meeting project requirements.

Under this agreement, Dash Construction Company, Inc. will remove and replace approximately 1,412 linear feet of deteriorated wrought iron fencing of varying heights, as well as 147 linear feet of concrete mow curbs. The scope of work includes installing posts, footings, and double-access gates, and a powder-coated black finish to enhance durability and corrosion resistance.

These improvements will bring the facilities into conformance with current engineering design standards and improve the structural integrity, security, and functionality of each drainage basin. The upgrades will enhance safety and aesthetics, reduce liability exposure, and extend the service life of the infrastructure.

FISCAL IMPACT

$177,962; Sufficient funds for this project were budgeted in Fiscal Year 2025-26 and will be requested to carry forward to Fiscal Year 2026-27. The project is funded by Landscape Assessment District funds.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Agrmt No. A-9718 with Dash Construction Company, Inc.
Bid Schedule

AGREEMENT NO. A- 9718
CONSTRUCTION CONTRACT
BETWEEN THE CITY OF PALMDALE AND DASH CONSTRUCTION COMPANY, INC.

THIS CONTRACT ("Contract") is made and entered into by and between City of Palmdale, a public entity ("City"), and DASH CONSTRUCTION COMPANY, INC., a Corporation ("Contractor"). Contractor and City are collectively referred to herein as the "parties." This Contract shall become effective on the date of the last signatory.

1 Scope of Work

Contractor shall complete the Project in accordance with this Contract. Contractor shall furnish all materials and perform all work required for the completion of the following Project:

Removal and replacement of wrought iron fencing including posts, footings and double access gates, at the locations identified below. Installation of concrete mow curbing may be required at specific sites, based on the determination of City staff and project documents.

1. LMD 260 - Located near 39360 Summerwind Dr.
2. LMD 62 - Located at 55th St West and Avenue M-8
3. LMD 52 - Located at Avenue R-8 and Opaline Ct.
4. LMD 145 - Located at Jojoba Terrace and 33rd St East

Project requirements and specifications as specifically set forth in Exhibit A Scopeof Work and Exhibit B Site Images & Engineering Specifications attached heretoand made part herein by reference.

Project Pricing
City shall pay Contractor for the completion of all the work and services described in Section 1, in accordance with the Fee Schedule set forth in Exhibit "C", attached hereto and made part herein by reference.

Pricing shall be firm fixed pricing for stated term/project and shall include all costs in accordance with all contract requirements, including, but not limited to fully burdened labor, payroll and other taxes, fringes, licenses and permits, insurance, workforce productivity, coordination, transportation, field overhead, general and administrative overhead, and profit.

2 Standard Specifications

Standard Specifications for City projects are those contained in the 2024 Greenbook edition of the "Standard Specifications for Public Works Construction" (the "Greenbook"). Except as otherwise expressly provided herein, the Standard Specifications shall control the general provisions, construction materials, and construction methods for this Contract (except as amended by the Plans for the Project), the General Specifications for the Project, the Special Provisions for the

Project, any technical specifications for the Project, and any other contract documents.

Should it apply, the Successor Community Workforce Agreement policies and procedures must be followed as outlined in the attached agreement.

3 Compensation

City shall pay Contractor the total, all-inclusive, NOT-TO-EXCEED amount of One Hundred Seventy-Seven Thousand Nine Hundred Sixty-Two Dollars ($177962.00) for the construction of the Project. This amount shall cover all expenses for labor, materials, and any and all other costs incurred by Contractor to satisfactorily construct the Project. Unless otherwise provided in the bid documents or agreed upon by the parties, Contractor shall submit detailed, monthly invoices for work actually performed.

4 Completion Date

The construction of the Project shall commence upon Contractor being given a written notice to proceed, and shall be completed within 180 working days of said notice.

5 Payment and Performance Bonds; Guaranty

5.1 Unless otherwise expressly provided in the bid documents, prior to commencing work, Contractor shall provide a payment bond and performance bond, each in an amount equal to 100% of the project price for each year of the term of the contract. Contractor shall submit all bonds electronically through Surety 2000. Pursuant to the bid documents for this Project, the Contractor is required to provide a written guaranty of Contractor's work. In furtherance thereof, Contractor shall execute the written form of Guaranty attached hereto and incorporated by reference herein.

5.2 Funding Contingency; Suspension or Termination. Notwithstanding any other provision of this Agreement, the parties acknowledge that performance under this Agreement is contingent upon the availability and continued appropriation of sufficient funding. In the event that anticipated, allocated, or appropriated funding is reduced, delayed, or not received in whole or in part ("Funding Shortfall"), the affected party may, upon written notice to the other party, suspend performance of its obligations under this Agreement to the extent reasonably necessary.

If the Funding Shortfall continues for a period of [__] days following such notice, the affected party may terminate this Agreement, in whole or in part, without penalty or further liability, upon additional written notice. Any suspension or termination pursuant to this section shall not constitute a breach of this Agreement.

In the event of suspension or termination due to a Funding Shortfall, the parties shall equitably adjust compensation to reflect services properly performed and authorized

expenses incurred prior to the effective date of suspension or termination. The affected party shall use reasonable efforts to provide prompt notice of any Funding Shortfall and to mitigate any adverse impact on the other party.

6 Licenses

At all times during the term of this Contract, Contractor shall possess a valid and current Class B General Building Contractor's License **or Specialty Contractor License consisting of Class C-13 Fencing and C-29 Masonry licensee** to perform the required work ("Work"). Contractor's DIR registration number is 1000027444. Contractor hereby certifies that it holds the required license(s).

CONTRACTOR shall maintain in current status all Federal, State, and local licenses and permits required for the operation of the business conducted by the CONTRACTOR as applicable to this contract.

CONTRACTOR shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

7 Subcontracting

Subject to any self-performance requirements herein, Contractor may subcontract any portion of the work required by this Contract to other persons or firms, and Contractor submitted with its bid a list of those subcontractors who will perform work in an amount in excess of one-half of one percent (1%) of the Contractor's total bid, in compliance with the Subletting and Subcontracting Fair Practices Act, California Public Contract Code § 4100, et seq. Only such listed subcontractors may perform on this Project.

8 Non-Assignability

Neither this Contract nor any rights, title, interest, duties or obligations under this Contract may be assigned, transferred, conveyed or otherwise disposed of by Contractor without the prior written consent of City.

9 Administration

This Contract will be administered by the Public Works Department of the City. The Director of Public Works or his or her designee shall be considered the Project Administrator and shall have the authority to act for the City under this Contract.

10 Indemnification

To the maximum extent permitted by law, Contractor shall indemnify, protect, defend and hold harmless the City, its Board of Director, the City's officers, employees, agents, volunteers, and representatives ("Indemnitees") with respect to any and all

claims, suits, actions, stop notices, liabilities and/or damages, including related expenses, attorney's fees and costs, based on, arising out of, or in any way related to the work undertaken by Contractor pursuant to this Contract, and in connection with the Project.

11 Insurance

11.1 Without limiting Contractor's indemnification of City, as described in paragraph 10, and unless modified by City, Contractor shall obtain, provide and maintain, at its own expense, during the term of this Contract, a policy or policies of insurance, satisfactory to the City, from insurance carriers admitted to do business in the State of California and rated in A.M. Best's Insurance Guide with a rating of A:VII or better, which contain the coverage described below.

11.1.1 Commercial General Liability

- $2,000,000.00 limit on a per occurrence basis
- $4,000,000.00 general aggregate limit

11.1.2 Commercial Automobile Liability

- $2,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

11.1.3 Workers' Compensation and Employer's Liability

- Workers' Compensation -- coverage as required by the State of California
- Employer's Liability --
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.4 Pollution/Environmental Liability*

- $2,000,000.00 limit on a per occurrence basis

11.2 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificates shall state: "The City of Palmdale, Successor Agency to the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Housing Authority, Industrial Development Authority, Airport Authority, their officers, agents, employees and volunteers are named as additional insured".

B. "Severability of Interest" Clause.

11.3 Promptly upon execution of this Contract, and prior to commencement of any work, CONTRACTOR shall deliver to CITY certificates of insurance and

endorsements to all required policies demonstrating that CONTRACTOR has the required coverage and showing the required named insured. Within five (5) days of written request from CITY, CONTRACTOR shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.4 Said Certificates of Insurance shall provide that thirty (30) days' prior written notice of cancellation shall be given to the City in the event of cancellation and/or reduction in coverage of any nature.

11.5 The required policies of insurance shall be endorsed to waive all rights of subrogation. Contractors waives all rights of subrogation.

11.6 Acceptable Proof of Insurance:

A. ACORD Certificate of Insurance listing all coverage, limits, deductibles and insured; and endorsements for all applicable coverage if agent has authority to issue it; or additional insured Form CG20100704 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

B. Binders of insurance for all coverage. Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements and a corresponding Certificate of Insurance listing all insurers and coverage must be submitted to the City Attorney.

C. *When pollution/environmental liability coverage is provided on a "claims made basis", CONTRACTOR will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONTRACTOR, or its officers, employees, or agents during the time this Agreement was in effect.

11.7 The requirements as to the types and limits of insurance to be maintained by CONTRACTOR are not intended to and shall not in any manner limit or qualify CONTRACTOR's liabilities and obligations under this Contract.

11.8 Any policy or policies of insurance that CONTRACTOR elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONTRACTOR fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONTRACTOR shall require any and all subcontractors working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors

working on behalf of CONTRACTOR shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 State Labor Code

12.1 This Contract calls for work to be performed constituting public works. Contractor and all subcontractors shall pay the general prevailing rate of per diem wages as determined and as published by the State Director of the Department of Industrial Relations pursuant to Article 2 of Chapter 1 of Part 7, of Division 2 of the State Labor Code, including, but not limited to, Sections 1770, 1771, 1773, 1773.2 and 1774.

12.2 This is a public work and requires the payment of prevailing wages for the work or craft in which the worker is employed for any public work done under the contract by Contractor or by any subcontractor pursuant to Section 1771 of the Labor Code. Pursuant to the provisions of Section 1773 of the Labor Code of the State of California, the City has obtained the general prevailing rate of per diem wages and the general rate for holiday and overtime work in this locality for each craft, classification, or type of workman needed to execute this contract from the Director of the Department of Industrial Relations. These rates are on file with the City or may be obtained at http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm.

Contractor shall post a copy of such wage rates at the job site and shall pay the adopted prevailing wage rates as a minimum. Contractor shall comply with the provisions of Sections 1775, 1776, 1777.5, 1777.6, and 1813 of the Labor Code. Pursuant to the provisions of 1775 of the Labor Code, Contractor shall forfeit to the City, as a penalty, not more than $200.00 for each calendar day, or portion thereof, for each laborer, worker, or mechanic employed, paid less than the stipulated prevailing rates for any work done under this Contract, by him or by any subcontractor under him, in violation of the provisions of this Agreement.

12.3 Contractors and subcontractors who are ineligible to bid for work on, or be awarded, a public works project pursuant to Labor Code Sections 1777.1 and 1777.7 are prohibited from bidding on, being awarded, or performing work as a subcontractor, on this Project pursuant to Public Contract Code Section 6109.

12.4 Contractor's attention is directed to the provisions in Sections 1774, 1775, 1776, 1777.5 and 1777.6 of the Labor Code. Contractor shall comply with the provisions in these Sections. The statutory provisions for penalties for failure to comply with the State's wage and hours laws will be enforced. Pursuant to Section 1775 of the Labor Code, the Contractor and any subcontractors, shall, as a penalty to the City forfeit the prescribed amounts per calendar day, or portion thereof, for each worker paid less than the prevailing wage rates.

12.5 Pursuant to Labor Code Section 1771.4, the Project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations.

12.6 Each Contractor and subcontractor shall furnish the records specified in Labor Code Section 1776 directly to the State Labor Commissioner at least monthly in the format prescribed by the State Labor Commissioner.

12.7 Sections 1774 and 1775 require the Contractor and all subcontractors to pay not less than the prevailing wage rates to all workmen employed in the execution of the Contract and specify forfeitures and penalties for failure to do so. The minimum wages to be paid are those determined by the State Director of the Department of Industrial Relations. Section 1776 requires the Contractor and all subcontractors to keep accurate payroll records, specifies the contents thereof, their inspection and duplication procedures and certain notices required of the Contractor pertaining to their location.

12.8 Section 1777.5 of the Labor Code requires Contractor or subcontractor employing workers in any apprenticeable occupation to apply to the Joint Apprenticeship Committee nearest the site of the public works project, which administers the apprenticeship program in that trade for a certificate of approval. The certificate will also fix the ratio of apprentices to journeymen to be used in the performance of the Contract. The Contractor is required to make contributions to funds established for the administration of apprenticeship programs if he employs registered apprentices or journeymen in any apprenticeable trade and if other contractors on the public works site are making such contributions. Information relative to apprenticeship standards, contributions, wage schedules and other requirements may be obtained from the State Director of Industrial Relations or from the Division of Apprenticeship Standards. Section 1777.6 of the Labor Code provides that it shall be unlawful to refuse to accept otherwise qualified employees as registered apprentices solely on the grounds of race, religious creed, color, national origin, ancestry, sex, or age.

12.9 Eight hours labor constitutes a legal day's work, as set forth in Labor Code

Section 1810. The statutory provisions for penalties for failure to comply with the State's wage and hour laws will be enforced as set forth in Labor Code Section 1813.

13 Antitrust Claims

In entering into this Agreement, Contractor offers and agrees to assign to the City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the California Business and Professions Code) arising from purchases of goods, services, or materials pursuant to the Agreement. This assignment shall be made and become effective at the time the City tenders final payment to Contractor without further acknowledgment by the parties.

14 Trenching and Excavations

Pursuant to Public Contract Code Section 7104, if the Project involves trenching more than four (4) feet deep, Contractor shall promptly and before the following conditions are disturbed notify the City in writing of any:

14.1 Material that Contractor believes may be material that is hazardous waste, as defined in California Health and Safety Code Section 25117, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law; and/or

14.2 Subsurface or latent physical conditions at the site differing from those indicated; and/or

14.3 Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

14.4 As required by Labor Code Section 6705 and in addition thereto, whenever work under the Contract that involves an estimated expenditure in excess of twenty-five thousand dollars ($25,000) for the excavation of any trench or trenches five (5) feet or more in depth, Contractor shall submit for acceptance by City in advance of excavation, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation, of such trench or trenches. If such plan varies from the shoring system standards established by the Construction Safety Orders of the Division of Industrial Safety, the plan shall be prepared by a registered civil or structural engineer employed by Contractor, and all costs therefor shall be included in the price of the Contract. Nothing in this provision shall be deemed to allow the use of a shoring, sloping, or other protective system less effective than that required by the Construction Safety Orders. Nothing in this provision shall be construed to impose tort liability on the City or on any City officer, agent, consultant, representative, or employee. All plans, processing and shoring costs are Contractor's responsibility and must be included in Contractor's bid.

15 Location of Existing Elements

Pursuant to Government Code Sections 4216 to 4216.9, the methods used and costs involved to locate existing elements, points of connection and all construction methods are Contractor's sole responsibility. Accuracy of information furnished, as to existing conditions, is not guaranteed. Contractor, at its sole expense, must make all investigations necessary to determine locations of existing elements, which may include, without limitation, contacting U.S.A. alert and other private underground locating firm(s), and/or utilizing potholes, specialized locating equipment and/or hand trenching.

16 Third Party Claims

Pursuant to Public Contract Code Section 9201, the City has full authority to compromise or otherwise settle any claim relating to this Contract at any time. The

City shall timely notify Contractor of the receipt of any third-party claim relating to the Contract. The City shall be entitled to recover its reasonable costs incurred in providing the notification required by Public Contract Code Section 9201(b).

17 Non-Collusion

Contractor hereby certifies that this bid is genuine and not a sham or collusive, or made in the interest or on behalf of any person or business not herein named. Contractor further certifies that Contractor has not directly or indirectly induced or solicited any other bidder to furnish a sham bid, or any other person or business to refrain from bidding, and Contractor has not in any manner sought by collusion to secure itself an advantage over any other bidder. Contractor also affirms that it has signed and submitted with its bid to the City a Non-collusion Declaration as required by Public Contract Code Section 7106.

18 Conflicts of Interest

Contractor agrees not to accept any employment or representation during the term of this Contract or within twelve (12) months after completion of the work under this Contract which is or may likely make Contractor “financially interested,” as provided in Government Code Section 1090 and 87100, in any decisions made by City on any matter in connection with which Contractor has been retained pursuant to this Contract.

19 Audit

The City or its representative shall have the option of inspecting and/or auditing all records and other written materials used by Contractor in preparing its billings to the City as a condition precedent to any payment to Contractor. Contractor will promptly furnish documents requested by the City. Additionally, pursuant to Government Code Section 8546.7, if this Contract involves the expenditure of public funds in excess of ten thousand dollars ($10,000), Contractor shall be subject to State Auditor examination and audit at the request of the City or as part of any audit of the City, for a period of three (3) years after final payment under this Contract.

20 Substitute Security

Pursuant to Public Contract Code Section 22300, the substitution of securities for any moneys withheld by the City to ensure performance under a contract is permitted, except where financing will be provided by the Farmers Home Administration of the United States Department of Agriculture pursuant to the Consolidated Farm and Rural Development Act (7 U.S.C. Sec. 1921 *et seq.*) or where federal regulations or policies, or both, do not allow the substitution of securities. At the request and expense of Contractor, securities equivalent to the amount withheld shall be deposited with the City, or with a state or federally chartered bank in the State of California as the escrow agent, that shall then pay those moneys to Contractor. Upon satisfactory completion of the Contract, the securities shall be returned to Contractor.

Alternatively, Contractor may request and the City shall make payment of retentions earned directly to the escrow agent at the expense of Contractor. At the expense of Contractor, Contractor may direct the investment of the payments into securities, and

Contractor shall receive the interest earned on the investments upon the same terms provided for securities deposited by Contractor. Upon satisfactory completion of the Contract, Contractor shall receive from the escrow agent all securities, interest, and payments received by the escrow agent from the City, pursuant to the terms of this section.

Securities eligible for investment shall include those listed in California Government Code Section 16430, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit, or any other security to which Contractor and the City agree in writing. Contractor shall be the beneficial owner of any securities substituted for moneys withheld and shall receive any interest thereon.

If Contractor elects to receive interest on moneys withheld in retention by the City, it shall, at the request of any subcontractor performing more than five percent (5%) of Contractor's total bid, make that option available to the subcontractor regarding any moneys withheld in retention by Contractor from the subcontractor. If Contractor elects to receive interest on any moneys withheld in retention by the City, then the subcontractor shall receive the identical rate of interest received by Contractor on any retention moneys withheld from the subcontractor by Contractor, less any actual pro rata costs associated with administering and calculating that interest. In the event that the interest rate is a fluctuating rate, the rate for the subcontractor shall be determined by calculating the interest rate paid during the time that retentions were withheld from the subcontractor. If Contractor elects to substitute securities in lieu of retention, then, by mutual consent of Contractor and its subcontractor, the subcontractor may substitute securities in exchange for the release of moneys held in retention by Contractor. No Contractor shall require any subcontractor to waive any provision of this paragraph.

The escrow agreement for security deposits in lieu of retention shall be substantially similar to the form provided in Public Contract Code Section 22300(f).

21 Claims Dispute Resolution

In the event of any dispute or controversy with the City over any matter whatsoever, the Contractor shall not cause any delay or cessation in or of Work, but shall proceed with the performance of the Work in dispute. The Contractor shall retain any and all rights provided that pertain to the resolution of disputes and protests between the parties. The Disputed Work will be categorized as an "unresolved dispute" and payment, if any, shall be as later determined by mutual agreement or a court of law. The Contractor shall keep accurate, detailed records of all Disputed Work, claims and other disputed matters.

All claims arising out of or related to the Contract documents or this Project, and the consideration and payment of such claims, are subject to the Government Claims Act (Government Code Section 810 et seq.) with regard to filing claims. All such claims are also subject to Public Contract Code Section 9204 and Public Contract Code Section 20104 et seq. (Article 1.5), where applicable. This Contract hereby incorporates those provisions as though fully set forth herein. Thus, the Contractor or any Subcontractor must file a claim in accordance with the Government Claims Act

as a prerequisite to filing a construction claim in compliance with Section 9204 and Article 1.5 (if applicable), and must then adhere to Section 9204 and Article 1.5 (as applicable), pursuant to the definition of “claim” as individually defined therein.

22 Ownership And Delivery Of Work Product

All documents, data, reports, studies, analyses, field notes, investigations, plans, specifications, software, programs, manuals, instructions, and other materials of any nature, whether complete or incomplete, that are prepared, developed, or produced by CONTRACTOR or Contractor’s subcontractors in the performance of this Agreement (collectively, “Work Product”) shall be the exclusive property of the CITY.

All Work Product shall be delivered to or left with the CITY upon completion, expiration, or termination of this Agreement. Upon request, CONTRACTOR shall provide the CITY with originals and reproducible and electronic copies of all Work Product. Electronic copies shall be provided in an unprotected format that allows the CITY to copy, reproduce, modify, and use the Work Product without restriction.

23 Ownership Of Intellectual Property

The Work Product and all intellectual property rights therein shall be deemed “works made for hire” under the United States Copyright Act (17 U.S.C. § 101 et seq.), and the CITY shall be deemed the author and exclusive owner thereof, in perpetuity and worldwide.

To the extent any Work Product does not qualify as a work made for hire, CONTRACTOR hereby irrevocably assigns, transfers, and conveys to the CITY all right, title, and interest in and to such Work Product, including all copyrights, trademarks, patents, and other proprietary rights. CONTRACTOR consents to the use of CONTRACTOR’s name in conjunction with the sale, use, performance, and distribution of Work Product, for any purpose and in any medium.

CONTRACTOR agrees to execute any documents and take any actions reasonably requested by the CITY to confirm or perfect the CITY'S ownership of such rights.

CONTRACTOR waives any and all moral rights or similar rights under California Civil Code section 980 or any other applicable law to the extent permitted by law.

24 Non-discrimination and Equal Employment Opportunity

24.1 In performance of this Contract, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status . Affirmative

action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

25 SB 1383 Compliance

CONTRACTOR shall comply with all applicable requirements of California Senate Bill 1383 (SB 1383) and related regulations concerning the reduction of organic waste, diversion from landfills, and edible food recovery.

26 WCAG 2.1AA Compliance

Information and communication technology means information technology and other equipment, systems, technologies, or processes, for which the principal function is the creation, manipulation, storage, display, receipt, or transmission of electronic data and information, as well as any associated content. Examples include computers and peripheral equipment; information kiosks and transaction machines; telecommunications equipment; customer premises equipment; multifunction office machines; software; applications; Web sites; videos; and electronic documents.

Each information and communication technology (hereinafter referred to as "ICT") product or service furnished to the City under this Contract shall be accessible to and usable by individuals with disabilities in accordance with the Americans with Disabilities Act, as amended, (hereinafter referred to as the "ADA") and other applicable Federal laws, including Section 508 of the Rehabilitation Act, as amended, and State laws and implementing regulations. For purposes of this clause, Contractor shall be considered in compliance with the ADA and other Federal and State laws if it satisfies the requirements (including exceptions) specified in the regulations 36 CFR Part 1194 implementing Section 508 of the Rehabilitation Act, including the Web Content Accessibility Guidelines (WCAG) 2.1 Level A and Level AA Success Criteria and Conformance Requirements (2008), which are incorporated by reference, and the functional performance criteria.

Contractor shall maintain and retain, subject to review by the City, full documentation of the measures taken to ensure compliance with the applicable requirements and functional performance criteria, including records of any testing or simulations conducted. For each ICT subject to the Contract, the documentation shall include a description of conformance with applicable federal and state laws by means of either a Voluntary Product Accessibility Template (VPAT) or other comparable document, upon request.

If Contractor claims its products or services satisfy the applicable requirements and standards specified above and it is later determined by the City that any furnished product or service is not in compliance with such requirements and standards, the City will promptly inform the Contractor in writing of the noncompliance. The Contractor shall, at no cost to the City, repair or replace the non-compliant products or services within the period specified by the City. If the repair or replacement is not

completed within the specified time, the City may cancel the Contract or have any necessary changes made or repairs performed by employees of the City or by another contractor, and Contractor shall reimburse the City for any expenses incurred thereby. Contractor shall indemnify and hold the City harmless in the event of claims arising from inaccessibility.

27 Integration

This Contract supersedes any and all agreements, either oral or written, between the parties hereto with respect to the construction of the Project by Contractor for City and contains all of the covenants and agreements between the parties with respect to the construction of the Project. Each party to this Contract acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made with regard to the construction of the Project by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise regarding work not contained in this Contract shall be valid or binding. Any modification or amendment of this Contract will be effective only if it is in writing and signed by the parties to this Contract. Any changes to the work required by this Contract will be by change order signed by the parties.

28 Debarment and Suspension Certification
Title 2, Code of Federal Regulations, Part §180.300
The bidder, under penalty of perjury, certifies that, except as noted in a separate document, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, or manager:

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

29 Compliance With Law

29.1 CONTRACTOR shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONTRACTOR uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONTRACTOR.

29.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

29.3 If applicable, CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set forth in Exhibit “A” attached hereto and incorporated herein by reference, as well as the execution of a Worker’s

Compensation Certificate attached hereto as Exhibit “B” and incorporated herein by reference.

30 Health And Safety Provisions

A. CONTRACTOR and all subcontractors shall abide by all health and safety mandates issued by federal, state, county, City of Palmdale, and/or public health officers, and worksite-specific mandates. If multiple mandates exist, the CONTRACTOR and subcontractors shall abide by the most restrictive mandate.

B. Costs associated with adhering to health and safety mandates are the responsibility of the CONTRACTOR. CONTRACTOR is responsible for the tracking and compliance of health and safety mandates and may be audited upon request.

31 Notifcation And Access Revocation

The CONTRACTOR shall notify the CITY in writing prior to or no later than twenty-four (24) hours after, the termination, expiration, suspension, reassignment, or removal of any Contractor Personnel with access to the Project or Owner Resources. For Contractor Personnel with Information Technology access, notification must be immediate, or the CITY may consider the CONTRACTOR to be in breach of contract. Notice shall include the individual’s name, role, effective date and time of termination or removal, and systems or resources accessed.

The CITY reserves the right, in its sole discretion, to immediately suspend or revoke access for any Contractor Personnel upon receipt of notice or upon CITY'S determination that such access is no longer required or appropriate.

32 Force Majure

Neither Party shall be liable for any failure or delay in performing its obligations under this Agreement (other than payment obligations) if such failure or delay is caused by an event or circumstance beyond the reasonable control of the affected Party (“Force Majeure Event”). Force Majeure Events include, but are not limited to, acts of God; flood; fire; earthquake; explosion; war; terrorism; civil disturbance; epidemic or pandemic; quarantine; governmental actions or orders; or other similar events beyond the control of the affected Party.

The affected Party shall provide written notice to the other Party within ten (10) calendar days of the occurrence of the Force Majeure Event, describing the nature, expected duration, and anticipated impact on performance. The Party shall use all diligent efforts to mitigate the effects of the event and resume performance as soon as practicable.

When CONTRACTOR is the sole cause of the delay to the commissioning and substantial completion and delay is not caused by an event of Force Majeure or by the CITY'S failure to make payments in accordance with the Contract or to provide required information to CONTRACTOR when contemplated in the Contract, CITY shall be entitled to liquidated damages in the sum at the daily rate of $1,000.00, beginning at zero (0) days from written notice given by CITY up to a maximum liquidated damage aggregate of ten percent (10%) of the contract price of the equipment delayed.

33 Successors and Assigns

The terms and conditions of this Contract shall be binding on the successors and assigns of the parties to this Contract.

34 Exhibits

The exhibits and attachments referenced in this Contract are attached hereto and incorporated herein by this reference as though set forth in full in the Contract.

35 Authority to Sign

The person or persons executing this Contract on behalf of the Contractor warrant and represent that they have the authority to execute this Contract on behalf of the Contractor and have the authority to bind Contractor to the construction of the Project.

36 Time is of the Essence

Time is of the essence in every provision of this Agreement in which time to perform is a factor.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE

Salvador Mendez Date
City Manager

Lee Torres
Jul 16, 2026, 1:04 PM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
39110 3rd St East, Ste C
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

DASH CONSTRUCTION COMPANY, INC.

Dariush Shahnavaz Date
President

ADDRESS FOR NOTICE:
DASH CONSTRUCTION COMPANY, INC.
6320 Canoga Ave, Ste 220
Woodland Hills, CA 91367

ATTEST: If Corporation

Secretary

[Signatures of contractor on bond(s) must be notarized. Obtain two corporate signatures if contractor is a corporation.]

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Attached notarized bond(s), Worker's Compensation Certificate, and Guaranty
■Attached Agreement Checklist and met all requirements
□2 CFR 200 Checklist (if federally funded)

Record of Signing

For City of Palmdale
Name Leonardo Torres
Title

Lee Torres

Signed on Jul 16, 2026 1:04 PM PDT

Secured by Concord™
DocumentID: 033qecdEDxvPeaOvXN758O
SigningID: 033qecd2EaALaXg7yjDZrk
UTC Signing time: 2026-07-16 20:04:56 UTC
IP Address: 45.62.177.244
Email: ltorres@cityofpalmdaleca.gov

EXHIBIT B - BID COVER PAGE / OFFER SIGNATURES

IFB No. 26-003-3610-2 Title: WROUGHT IRON FENCING REPLACEMENT SERVICES (RE-BID)

1. **RESPONDENT**

Firm Name: DASH Construction Company, Inc.

Contact Name: Dariush Shahnavaz

Principal Address: 6320 Canoga Ave., Suite 220
Woodland Hills, Ca 91367

Local Address: 6320 Canoga Ave., Suite 220
Woodland Hills, Ca 91367

Phone: (747) 226-1744 Fax: N/A

Email: info@dashconstructioncompany.com

Unique Entity ID Number System for Award Management (sam.gov) _____

DOSH Registration Number: _____

Tax ID No: [redacted] California Contractor License No: 869505

2. Department of Industrial Relations (DIR) Registration No. 1000027444

Registration Date: 06/30/2021 Expiration Date: 06/30/2028

3. Prices:

A. Prices shall be F.O.B. Destination or for the service rendered.
B. Payment Terms: Net 45
C. Bidder shall honor proposal prices for one hundred (120) days or for the stated contract period whichever is longer.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement.

Printed Name: Dariush Shahnavaz Title: President

Signature: _____ Date: 04/02/2026

EXHIBIT X
FEE SCHEUDLE

Pricing shall be firm fixed price and shall include all costs in accordance with all contract requirements, including but not limited to fully-burdened labor, payroll and other taxes, fringes, licenses and permits, insurance, workforce productivity, coordination, transportation, field overhead, general and administrative overhead, and profit.

Labor Rates: Hourly rate per person - standard service calls. Personnel shall respond within five (5) business days of notification.

			CONTRACTOR CRAFT CLASSIFICATION(S)		
ITEM	**DESCRIPTION**	**UNIT OF MEASURE**	**CEMENT MASONS**	**FENCE BUILDERS**	**LABORERS GROUP 1**
1	Supervisor	Hourly Rate	79.89	77.47	79.29
2	Journeyman	Hourly Rate	76.89	75.47	74.29
3	Apprentice Journeyman	Hourly Rate	35.69	37.84	40.92

Task Rates:

ITEM	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE	TOTAL COST
1	LMD 260 - Located at 39360 Summerwind Dr Removal, disposal and replacement of 671 linear feet of 6-foot-tall wrought iron fencing, including posts and footings.	Linear Foot - Fencing (6-foot-tall)	671	$ 100.00	$ 67,100.00
2	LMD 62 - Located at 55th West and Ave M-8 Removal, disposal and replacement of 260 linear feet of 4-foot-tall wrought iron fencing, including posts, footings, and (1) set of double access gates.	Linear Foot - Fencing (4-foot-tall)	260	$ 75.00	$ 19,500.00
3.A	LMD 52 - Located at Ave R-8 and Opaline Ct Removal, disposal and replacement of 156 linear feet of 6-foot-tall wrought iron fencing, including posts, footings and (1) set of double access gates.	Linear Foot - Fencing (6-foot-tall)	156	$ 130.00	$ 20,280.00
3.B	LMD 52 - Located at Ave R-8 and Opaline Ct Installation of concrete mow curbing per specifications and in compliance with the scope of work set forth in this bid.	Linear Foot - Mow Curb	147	$ 90.00	$ 13,230.00
4.A	LMD 145 - Located at 33rd Street East and Jojoba Terrace Removal, disposal and replacement of 2-foot-tall wrought iron fencing, gates, posts, footings, and (2) sets of double gates.	Linear Foot - Fencing (2-foot-tall)	494	$ 45.00	$ 22,230.00
4.B	LMD 145 - Located at 33rd Street East and Jojoba Terrace Removal, disposal and replacement of 5-foot-tall wrought iron fencing, gates, posts, and footings.	Linear Foot - Fencing (5-foot-tall)	45	$ 65.00	$ 2,925.00
5	Mobilization	Project	1	$ 7,000.00	$ 7,000.00
6	Backfill all holes, grade construction area to original elevation, remove all trash, debris and restore job site to its original condition at the completion of the job.	Project	1	$ 6,519.00	$ 6,519.00
7	Payment and Performance Bonds (if project total is greater than $25,000)	Project	1	$ 3,000.00	$ 3,000.00
				Project Total:	**$ 161,784.00**

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITION WITH AAA OILS, INC. DBA CALIFORNIA FUELS AND LUBRICANTS FOR DIESEL AND UNLEADED FUEL, MOTOR OIL, AND LUBRICANTS FOR A TOTAL NOT TO EXCEED AMOUNT OF $525,000 FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270110 with AAA Oils, Inc. dba California Fuels and Lubricants for Diesel and Unleaded Fuel, Motor Oil, and Lubricants for a total not to exceed amount of $525,000 for Fiscal Year 2026-27; and,

2. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with California Fuels and Lubricants, including minimal and/or non-substantial changes.

BACKGROUND

City Fleet Maintenance staff manages more than 350 assets, including vehicles, trailers, generators, heavy construction equipment, and other specialized maintenance equipment. To support essential City operations, such as public works, emergency response, and general municipal services, these assets require a reliable and consistent supply of bulk diesel and unleaded fuel, motor oil, and lubricants. Procuring these materials in bulk ensures competitive pricing, operational effectiveness, and product availability. Regular deliveries to the City's onsite fueling station are critical to maintaining uninterrupted operations, service efficiency, fuel security, and cost control.

DISCUSSION

The City publicly advertised Invitation for Bid (IFB) No. 27-001-3300 for Diesel and Unleaded Fuel, Motor Oil, and Lubricants electronically through PlanetBids on June 23,

2026. The solicitation was also posted on the City's website and published in the Antelope Valley Press. A total of 29 vendors registered as prospective bidders, and 4 vendors submitted bids by the July 23, 2026, deadline.

Rank	Vendor	Location	Bid Price
1	Safety-Kleen Systems Inc.	Highland, CA	16,900.00
2	AAA Oils, Inc. dba California Fuels and Lubricants	Fontana, CA	59,782.00
3	Rebel Oil Company Inc.	Hesperia, CA	71,745.60
4	Pinnacle Petroleum	Huntington Beach, CA	77,212.00
5	The Jankovich Company LLC	Paramount, CA	99,546.00

The award of the solicitation is based solely on the lowest responsible and responsive bid. Although Safety-Kleen Systems Inc. submitted the lowest pricing, its bid included only motor oil and lubricants and excluded diesel and unleaded fuel. Since awarding to multiple vendors would not be advantageous to Fleet operations or the City's overall fuel management needs, the intent to award was issued to the lowest bidder that submitted complete pricing for all required items, California Fuels and Lubricants.

The resulting purchase order contract will have a one-year term with two optional one-year extensions and will provide reliable, cost-effective access to diesel and unleaded fuel, motor oil, and lubricants to sustain uninterrupted City operations. Establishing the purchase order promotes cost stability, minimizes operational delays, and supports timely maintenance of City vehicles and equipment. Although fuel prices fluctuate with market conditions, the requested amount reflects the vendor's submitted price schedule, historical fuel consumption, and projected departmental needs and remains within the approved budget allocation.

Commodity purchases are authorized through the City's requisition and purchase order process; therefore, a separate contract is not typically required. The purchase order serves as the binding agreement and incorporates the vendors' pricing, product specifications, delivery requirements, and the City's standard terms and conditions.

FISCAL IMPACT

$525,000; Sufficient funds for the requisition and resulting purchase order with California Fuels and Lubricants are budgeted and available in FY 2026-27 in the Fleet Maintenance Internal Service Fund account.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270110 with AAA Oils, Inc. dba California Fuels and Lubricants

Bill To	Requisition 00270110-00 FY 2027
FINANCE DEPARTMENT 38300 SIERRA HWY STE D PALMDALE, CA 93550	Acct No: 15433006-734100 Review: Buyer: cmantell Status: Allocated

Vendor	Ship To
AAA OIL INC 14321 CORPORATE DR GARDEN GROVE, CA 92843	PUBLIC WORKS/MAINTENANCE 39110 3RD ST EAST PALMDALE, CA 93550 adyer@cityofpalmdaleca.gov Delivery Reference ADAM DYER / FLEET

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
07/14/26	014304	08/11/26	DESTINATION/NET 45		STREET MAINTENANCE

LN	Description / Account	Qty	Unit Price	Net Price
001	DIESEL AND UNLEADED FUEL, MOTOR OIL, AND LUBRICANTS FOR CITYWIDE FLEET	1.00 EA	525000.00000	525000.00
1	15433006-734100	525000.00		

Requisition Link

Requisition Total 525000.00

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
15433006-734100	525000.00	21563065.00

Authorized By: _____ Date: _____
Signature

MINUTES
CITY COUNCIL/SA/HA/IDA/PAA/PFA
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
JUNE 2, 2026
5:00 PM

1) CALL MEETING TO ORDER

Mayor Ohlsen called the meeting to order at 5:05 pm.

Note: All City Council memberships are reflected in their City Council titles.

2) ROLL CALL MAYOR OHLSEN, MAYOR PRO TEM BISHOP, COUNCILMEMBERS LOA, BETTENCOURT, ALARCÓN
COMMISSIONERS FRAGA-SAENZ, BETTS

PRESENT: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón, Christina Fraga-Saenz, Dianne Betts.
ABSENT: None.

3) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Planning Commissioner Elize led the pledge of allegiance.

4) NON-AGENDA PUBLIC COMMENTS

Eugene Hernandez commended Deputy Director Livingston on the pavement presentation and expressed support for a directly elected mayor.

Getro Elize highlighted the accomplishments of the Palmdale Knights Youth Football Program and requested City assistance with access to fields and equipment.

Michael Ross discussed district town hall meetings, inquired about the future occupant of the Commerce Center, requested that the developer maintain cleanliness in his neighborhood, and expressed support for a drive-in theater.

Dr. Coronado complimented Councilmember Alarcón's leadership, discussed efforts to strengthen relationships with the City Council, expressed support for Captain Bardon and his communication with the community, and thanked the Mayor for preparing certificates for a recent event.

Jason Zink discussed the work of tree trimming contractors, landscaping at the Sheriff's Department, the 250th Anniversary of America, the election of the Mayor at-large, and requested free candidate statements for the City's municipal election.

Rich Gallego discussed a proposed ordinance regarding regularly scheduled town hall meetings, a new Code of Conduct for Councilmembers, and the election of the Mayor in Palmdale.

Rodney Woods, President of the Palmdale Knights Youth Football Program, spoke

about the program's accomplishments and requested City support. Coach Romero also spoke in support of the program and requested City assistance. Members of the Palmdale Knights Youth Football Program introduced themselves. Dolores Woods, the program's treasurer, also requested City support.

Councilmember Alarcón committed $1,000 from her discretionary funds to support the Palmdale Knights Youth Football Program. She also requested that the City Council consider incorporating funding into the budget to provide ongoing support for youth organizations such as the Palmdale Knights.

Mayor Ohlsen thanked the Palmdale Knights Youth Football Program for attending the meeting, congratulated the team on its accomplishments, and expressed the City's commitment to supporting the program in the coming year.

Mayor Ohlsen closed Public Comments.

Items 7.1 and 7.2 were heard at this time.

5) CLOSED SESSION

City Attorney Severino confirmed that the items would be heard as listed. She requested that Councilmember Alarcón recuse herself from Item 5.2 due to a conflict.

Public Comments: Jason Zink spoke in opposition to moving the Closed Session.

5.1) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation: (1 potential case – facts and circumstances unknown to potential plaintiffs)
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, paragraph (2) of subdivision (d).

5.2) CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
Initiation of litigation: (1 case)
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, paragraph (4) of subdivision (d).

ANNOUNCEMENT BY CITY ATTORNEY

Closed Session was held from 5:46 pm - 7:01 pm.

City Attorney Severino announced the following:

5.1) There was no reportable action.

5.2) Council voted to appoint Mayor Ohlsen and Councilmember Loa as an ad-hoc committee to investigate allegations.

6) CONSENT CALENDAR

The following individuals provided public comment:

David Harris, Community Development Center, spoke in support of the fireworks stands (Item 6.5) and pledged a $500 donation to the Palmdale Knights Youth

Football Program.

Eugene Hernandez expressed support for reopening the Cultural Center.

Jason Zink spoke in support of the fireworks stands, proposed that the City refund the $1,000 permit fee, requested a no-horn railroad crossing, and discussed reopening the Chimbole Cultural Center.

Mark Maldonado discussed fireworks permit fees and expressed support for providing assistance to nonprofit organizations.

Mayor Ohlsen closed the public comments.

The following items were pulled for discussion: 6.2, 6.5, and 6.13 through 6.17.

6.1) Waive full reading of the Resolution(s) and/or Ordinance(s) to be considered and voted on at this meeting. (This allows for reading the title only in lieu of reciting the entire text).

6.2) Receive and File the Monthly Investment Activity Report for April 2026.

Deputy City Manager Samson presented the staff report.

Councilmember Alarcón inquired about fluctuations in the financial market and how the City's investments are being protected. Deputy City Manager Samson explained the City's investment protection strategies and safeguards.

Motion: Receive and File the Monthly Investment Activity Report for April 2026. Moved by Andrea Alarcón, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

6.3) Adopt Resolution No. CC 2026-036, a Resolution of the City Council of the City of Palmdale establishing an appropriations limit for Fiscal Year 2026-27 pursuant to Article XIII B of the California Constitution and repealing Resolution No. CC 2025-044.

6.4) Approve Purchase Order 20270000 with Amazon Capital Services, Inc., DBA Amazon Business, in an amount not to exceed $328,200 for Fiscal Year 2026-27.

6.5) Approve 33 non-profit organizations, including their proposed locations for fireworks stands, and recommend permit issuance.

Interim Deputy Director Magana presented the staff report.

Councilmember Alarcón referenced a previous Council discussion and inquired why the policy discussion regarding a potential ban on fireworks had not been brought back for Council consideration. City Manager Salvador explained that there had been significant public support for Safe and Sane fireworks, the upcoming 250th Anniversary of America was a consideration, and there was

limited interest in revisiting the issue at that time.

Mayor Pro Tem Bishop discussed survey results and Cal Fire maps, noting strong public support for the continued use of Safe and Sane fireworks.

Mayor Ohlsen discussed the permit fees charged to nonprofit organizations and suggested using fines collected from illegal fireworks violations to help offset enforcement costs. He also expressed support for refunding permit fees to nonprofit organizations and requested that informational packets regarding fire hazard zones and fireworks restrictions be provided by vendors to purchasers.

Mayor Pro Tem Bishop moved to approve the item with a partial discount or refund of permit fees for nonprofit organizations.

The City Council held further discussion regarding the location of nonprofit organizations, fundraising opportunities, and the upcoming 250th Anniversary of America.

Motion: Approve 33 non-profit organizations, including their proposed locations for fireworks stands, and recommend permit issuance and refund the fees to the organizations.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

6.6) Receive and file the annual report for the Palmdale Tourism Improvement District (PTID) for fiscal year 2025-26.

6.7) Approve Agreement with Civica Law Group, APC for Legal Services for Criminal Prosecution of Palmdale Municipal Code Violations in an amount not to exceed $190,000 for a two-year term through June 30, 2028.

6.8) Adopt Resolution No. CC 2026-008, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2026-27, preliminarily approving the annual Engineer's Report, and providing Notice of Public Hearing for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02.

6.9) Adopt Resolution No. CC 2026-009, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2026-27, preliminarily approving the Annual Engineer's Reports, and providing for Notice of Hearing for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

6.10) Adopt Resolution No. CC 2026-030, a Resolution of the City Council of the City of Palmdale, setting aside portions of city-owned lands (APNs 3009-021- 904, 3014-002-905, 3014-029-900, 3014-008-902, 3014-008-903, 3014-008-904, 3014-008-905), for Right-of-Way and bikeway easements along Avenue R for public road and highway purposes.

6.11) Approve Agreement with Superion LLC, a CentralSquare Technologies Company, for cloud migration and continued Enterprise Asset Management System subscription services, for a total not to exceed amount of $356,485 for a three-year term through June 30, 2029.

6.12) Approve Second Amendment to Agreement with Parsons Transportation Group for PN 653, Palmdale Blvd. and Sierra Highway Railroad Crossing Safety Upgrades Project, increasing the agreement amount by $428,480 for a total not to exceed amount of $1,596,572 for an additional term of 365 calendar days.

6.13) Approve Agreement with Willdan Engineering for Construction Management and Observation Services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, for a total not to exceed amount of $877,190 for a term of 251 working days from the effective date of the agreement.

Director Torres presented the staff report.

Councilmember Alarcón raised several questions regarding the contracting and procurement process. City Manager Mendez responded to her concerns.

The City Council and staff engaged in further discussion regarding the contract award, the City's procurement process, and concerns related to Willdan.

Jeff Stuart, representing Willdan, spoke about the firm's longstanding service to the City and commented on the City's rigorous procurement process.

Director Torres provided additional information regarding the procurement process, followed by further discussion between the City Council and staff.

Motion: Approve Agreement with Willdan Engineering for Construction Management and Observation Services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, for a total not to exceed amount of $877,190 for a term of 251 working days from the effective date of the agreement.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.14) Approve Agreement with ZECO, INC. for Construction Services on PN 851, Courson Park Revitalization Project, for a total not to exceed amount of $5,431,804 for a term of 280 working days from the date of the Notice to Proceed.

Motion: Approve Agreement with ZECO, INC. for Construction Services on PN 851, Courson Park Revitalization Project, for a total not to exceed amount of $5,431,804 for a term of 280 working days from the date of the Notice to Proceed.
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.15) Approve Agreement with Cumming Management Group, Inc., for Construction Management and Observation Services for PN 878, Chimbole Center-Library Renovation Phase 1 Project, for a total not to exceed amount of $1,136,200 for a term of 660 calendar days from the effective date of the agreement.

Motion: Approve Agreement with Cumming Management Group, Inc., for Construction Management and Observation Services for PN 878, Chimbole Center-Library Renovation Phase 1 Project, for a total not to exceed amount of $1,136,200 for a term of 660 calendar days from the effective date of the agreement.
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.16) Approve Agreement with Paragon Partners Consultants, Inc., for Right-of- Way Engineering Services, for PN 914, Rancho Vista Blvd. Grade Separation Project, for a total not to exceed amount of $691,005 for a term of two years from the date of the Notice to Proceed.

Motion: Approve Agreement with Paragon Partners Consultants, Inc., for Right-of-Way Engineering Services, for PN 914, Rancho Vista Blvd. Grade Separation Project, for a total not to exceed amount of $691,005 for a term of two years from the date of the Notice to Proceed.
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.17) Approve Construction Agreement with Vance Corporation for PN 917A, Avenue R Phase I from 25th Street East to Tackstem Avenue, for a total not to exceed amount of $12,777,832 for a term of 120 working days from the date of the Notice to Proceed.

City Attorney Severino discussed the evaluation of the bid protest. Director of Public Works Torres provided additional clarification.

Motion: Approve Construction Agreement with Vance Corporation for PN 917A, Avenue R Phase I from 25th Street East to Tackstem Avenue, for a total not to exceed amount of $12,777,832 for a term of 120 working days from the date of the Notice to Proceed.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.18) Approve the minutes from the previous meeting.

Motion: Approve the consent calendar with the exception of 6.2, 6.5, and 6.13 through 6.17.
Moved by Richard J. Loa, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

7) APPOINTMENTS

7.1) Reappointment of Planning Commissioners in Districts 1,3, and 4.
Motion: Reappointment of Planning Commissioners in Districts 1,3, and 4 for a term to expire in June 2028.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

7.2) Nominate and appoint one public member to the Palmdale Enhanced Infrastructure Financing District (EIFD) Public Financing Authority (PFA) to serve the remainder of a two-year term set to expire June 30, 2027.

Council discussed the resumes.

Councilmember Alarcón nominated Gene Yang.

Councilmember Loa nominated Ricky Jeffords. The motion died for lack of a second.

Mayor Ohlsen seconded Councilmember Alarcón's motion.

Ms. Jessica Joseph, applicant, discussed her experience in the Antelope Valley that relate to infrastructure.

The following individuals provided public comments: Jason Zink nominated himself for the public member position and spoke about his experience in the Antelope Valley.

Mayor Pro Tem Bishop nominated Jessica Joseph and spoke about her experience with infrastructure. The motion died for lack of a second.

Motion: Appoint Gene Yang as the public member to the Palmdale Enhanced Infrastructure Financing District (EIFD) Public Financing Authority (PFA) to serve the remainder of a two-year term set to expire June 30, 2027.
Moved by Andrea Alarcón, seconded by Eric Ohlsen.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8) PUBLIC HEARING

8.1) Adopt Resolution No. CC 2026-028, a Resolution of the City Council of the City of Palmdale, approving MOD 26-0009 amending a previously approved density bonus agreement 22-002 (A-7912), to facilitate the construction of a 48-unit multi-family residential development on one vacant parcel totaling approximately one acre located East of 9th Street East, approximately 100 feet South of East Avenue Q; and, authorize the City Manager or his designee to exercise the option to amend the agreement as necessary, including minimal and /or non-substantive changes (APN: 3008-040-012).

Mayor Ohlsen opened the public hearing.

City Clerk read the title of the resolution.

Interim Deputy Director Magana presented the staff report.

Public Comments: None.

Mayor Ohlsen closed the public hearing.

Motion: Adopt Resolution No. CC 2026-028, a Resolution of the City Council of the City of Palmdale, approving MOD 26-0009 amending a previously approved density bonus agreement 22-002 (A-7912), to facilitate the construction of a 48- unit multi-family residential development
Moved by Richard J. Loa, seconded by Austin Bishop.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8.2) Receive and File the Fiscal Year 2026-27 Annual Employee Vacancy Report in accordance with Assembly Bill 2561.

Mayor Ohlsen opened the public hearing.

Human Resources Director Barrios presented the staff report.

Public Comments: Jason Zink commented regarding local outreach on open positions.

Mayor Ohlsen closed the Public Hearing.

Motion: Receive and File the Fiscal Year 2026-27 Annual Employee Vacancy Report in accordance with Assembly Bill 2561.
Moved by Richard J. Loa, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8.3) Approve economic development subsidy agreements with Palmdale Auto Mall dealerships.

Mayor Ohlsen opened the public hearing.

Councilmember Bettencourt recused herself.

Mayor Pro Tem Bishop recused himself for having done business with Palmdale Auto Mall dealerships.

City Attorney Severino presented the staff report.

Rich Gallego, Dr. Coronado, Michael Ross, and Mark Maldonado commented in support of approving this item. Jason Zink opposed approving this item.

Mayor Ohlsen closed the public comments.

Councilmember Loa discussed the form of security on the item and requested to add to item 7C the following language, "Delivery of the fully executed bond; or other form of security provided that such bond or security is in a form, amount, and substance acceptable to the City Manager and the City Manager's sole discretion. The City Manager shall have the authority to determine whether any proposed security adequately protects the City's interest and satisfies the requirements of this agreement."

Councilmember Alarcon asked questions regarding the process and how the contract came about. City Attorney Severino clarified that a majority of the Council voted to add the item to the agenda.

Mayor Ohlsen discussed the auto dealers approaching the City regarding the pressure from manufacturers to upgrade the showrooms, a property owner in the Auto Mall seeking zoning changes, and the formation of the Auto Mall Subcommittee.

City Attorney Severino explained that Councilmember Alarcon had raised concerns that the matter was outside the scope of the subcommittee. To address those concerns, she requested that the full Council vote on whether to place the item on the agenda.

At Mayor Ohlsen's request, City Attorney Severino further explained why the matter was considered outside the scope of the subcommittee. She stated that, because a loan had not been specifically discussed or included within the subcommittee's scope, the Council was asked to make a motion to place the item on the agenda.

Councilmember Alarcon asked about the purpose of the subcommittee. Further discussion took place among Councilmember Alarcon, City Attorney Severino, Mayor Ohlsen, and Councilmember Loa regarding the subcommittee's role in addressing zoning issues and working through concerns related to the Auto Mall Specific Plan, including financial matters.

Councilmember Alarcon stated the subcommittee included three members of the Council and noted that ad hoc committees must be comprised of fewer than

a majority of the Council. She stated that it was a subcommittee, not an ad hoc committee, and that it was subject to the Brown Act and posting requirements.

Mayor Ohlsen confirmed that the subcommittee originally consisted of himself and Mayor Pro Tem Bishop. After Mayor Pro Tem Bishop recused himself because he accepted a job with Toyota, Councilmember Bettencourt was appointed to serve on the subcommittee with Mayor Ohlsen.

City Attorney Severino stated that the concerns raised regarding the process were cured by the Council's majority vote to add the item to the agenda.

Further discussion took place among the Council and City Attorney Severino regarding the process for adding the item to the agenda and the scope of the Auto Mall Subcommittee meetings.

Councilmember Loa restated his motion.

Councilmember Alarcon expressed additional concerns regarding liability issues associate with the subcommittee.

Motion: Approve economic development subsidy agreements with Palmdale Auto Mall dealerships and adding to item 7C the following language, "Delivery of the fully executed bond; or other form of security provided that such bond or security is in a form, amount, and substance acceptable to the City Manager and the City Manager's sole discretion. The City Manager shall have the authority to determine whether any purposed security adequately protects the City's interest and satisfies the requirements of this agreement."
Moved by Richard J. Loa, seconded by Eric Ohlsen.

Vote: Motion carried (2-1)
Yes: Eric Ohlsen, Richard J. Loa.
No: Andrea Alarcón.

Mayor Pro Tem Bishop and Councilmember Bettencourt returned to the dais.

9) JOINT PUBLIC HEARING CC/SA/HA/IDA/PAA/PFA.

9.1) Adopt Joint Resolution of the City Council of the City of Palmdale No. CC 2026-033, Successor Agency to the Community Redevelopment Agency of the City of Palmdale No. SA 2026-005, Housing Authority of the City of Palmdale No. HA 2026-001, Industrial Development Authority No. IDA 2026-001, Palmdale Airport Authority No. PAA 2026-001, Palmdale Financing Authority No. PFA 2026-001, collectively the Approving Legislative Bodies (ALB), Adopting the City of Palmdale's Annual Budget for Fiscal Year 2026-27 and Approving Revenue and Expenditure Adjustments to Fiscal Year 2025-26; Adopt Resolution No. CC 2026-032, a Resolution of the City Council of the City of Palmdale approving the publicly available pay schedule for general employee classifications to ensure compliance with the Public Employees' Retirement System (CalPERS) pensionable compensation requirements; and, Adopt Resolution No. CC 2026-035, a Resolution of the City Council of the City of Palmdale approving the publicly available pay schedule for Parks and Recreation unbenefited employee classifications to ensure compliance with the Public Employees' Retirement System (CalPERS) pensionable compensation

requirements.

Mayor Ohlsen opened the public hearing.

City Clerk Scott read the title of the resolutions.

Deputy City Manager Samson provided a presentation on the proposed Fiscal Year 2026/27 Budget.

Councilmember Alarcón discussed the Measure AV schedule and expressed concerns regarding the lack of support for small businesses. Deputy City Manager Samson and Economic and Community Development Director Taggart provided clarification on items related to Economic Development.

Councilmember Bettencourt announced her departure from the meeting at 8:56 pm.

Deputy City Manager Samson continued the presentation.

Councilmember Loa asked if there is a schedule breakdown for Measure PD. Deputy City Manager Samson clarified that Measure PD is incorporated into the General Fund and is not tracked separately. She further stated Measure PD is generating $27M annually. Councilmember Alarcón spoke about future revenues for street sweeping, Public Safety Director McComas and City Manager Mendez provided details on the street sweeping plan.

The following individuals provided public comments: David Akers, Michael Ross, Jason Zink, and Steve Ling.

Mayor Ohlsen closed the public comment.

Motion: Adopt Joint Reso. No. CC 2026-033, SA 2026-005, IDA 2026-001, PAA 2026-001, PFA 2026-001, CC 2026-032, and CC 2026-035.
Moved by Richard J. Loa, seconded by Eric Ohlsen.

Vote: Motion carried (3-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa.
No: Andrea Alarcón.
Absent: Laura Bettencourt.

Motion: Adopt Reso. No. HA 2026-001.
Moved by Christina Fraga-Saenz, seconded by Dianne Betts.

Vote: Motion carried (5-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Christina Fraga-Saenz, Dianne Betts.
No: Andrea Alarcón.
Absent: Laura Bettencourt.

10) NEW BUSINESS

10.1) Discussion and direction regarding the preparation of Resolutions related to the potential repeal and deferred implementation of Measure PD.

City Attorney Severino presented the staff report.

Councilmember Alarcón introduced her previous motion requesting an ordinance to fully repeal Measure PD, submit the matter to the voters, and to fully defer further implementation of Measure PD until the November 3, 2026 election results are certified. She commented on her prior opposition to Measure PD and its impact on residents. The motion did not receive a second.

Mayor Pro Tem Bishop discussed the City's 11.25% sales tax, emphasizing the importance of protecting local revenue, maintaining funding for law enforcement services, and exploring options to gradually reduce the tax rate while preserving the City's financial stability, including adjusting the rate to be more consistent with neighboring cities.

Mayor Ohlsen moved to defer the future implementation of Measure PD. Councilmember Loa seconded the motion.

The following individuals provided public comment: Rich Gallego, PFC, discussed the impact of the City's sales tax on residents and his family. Dr. Miguel Coronado expressed support for repealing Measure PD. Michael Ross commented on the effects of the sales tax on residents and discussed the City budget. David Akers spoke in favor of repealing and halting the implementation of Measure PD and also addressed the City budget. Marcos Alvarez discussed the financial impact of the sales tax on his family. Steve Ling commented on super commuters spending tax dollars in neighboring cities, local crime statistics, and schools. Jason Zink discussed Measure PD and funding provided to AV Edge and the Auto Mall.

Mayor Pro Tem Bishop proposed a substitute motion to temporarily authorize a reduction in the sales tax rate to 10.75% to align with neighboring cities. City Attorney Severino advised that the City cannot reduce the sales tax, but can defer it.

Mayor Ohlsen explained that Measure PD authorized the city to increase its tax by one percent. The city immediately implemented a half of percent, deferred a quarter of percent to 28 or 29, and the second quarter percent to 29 or 30. Then Mayor Ohlsen made a motion to not implement the future money, leave the half of percent on the books and for now reject the future half of percent.

The City Council engaged in further discussion regarding available options, including deferring future Measure PD increases by resolution. The consensus was to defer the future implementation of the remaining Measure PD increases while continuing to evaluate additional options.

Motion: Defer the future implementation of Measure PD.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (4-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Andrea Alarcón.
Absent: Laura Bettencourt.

11) CITY MANAGER'S REPORT

City Manager Mendez provided an update on several upcoming events, including the Antelope Valley Taco Festival on June 6 in Poncitlan Square; Family Movie Nights on June 12 and June 26 at the Amphitheater; Juneteenth on June 19 in Poncitlan; Fourth of July, Independence Day celebration on July 4 at the Amphitheatre; Stars and Stripes Summer Fun June 8 through August 7 at Domenic Massari, Marie Kerr and Sam Yellen parks; and High Desert Corridor community meetings to discuss the early design of the high speed rail on June 8 at the Playhouse.

12) SHERIFF'S REPORT

Captain Bardon provided an update: April response times to routine calls were 88 minutes; 3,985 calls for service; 279 Part 1 Crimes; 6 gang-related shootings; 328 arrests; 52 firearms recovered; injuries and collisions down 15%; 5 fatal collisions; and 2,803 citations. He reported collaborating with the City on issues at the AV Mall and announced a proposed midsummer gun buyback event. Be the Bridge Interfaith group will attend some of the city and county events.

13) COUNCIL REPORTS, ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Councilmember Alarcón requested the following future agenda items:

- Presentation on the MARRC regarding its status and use protocol
- AV Edge presentation
- Letter of support for a Skilled Nursing Facility
- Discussion regarding quarterly reports on contracts entered into and expenditures made under City Manager authority.
- Policy requiring that the City Attorney not use personal electronic devices during City meetings.
- Add to a future agenda the town hall ordinance. Alarcón/Ohlsen

Mayor Pro Tem Bishop thanked staff and the members of the public for their participation in the meeting. He discussed lowering the sales tax.

15) ADJOURNMENT

Mayor Ohlsen adjourned the meeting at 10:36 pm to July 7, 2026, at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

PASSED, APPROVED, and ADOPTED this 7th day of July 2026.

_____
Eric Ohlsen, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-049, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE RESTATING IN ITS ENTIRETY THE CITY OF PALMDALE MASTER SCHEDULE OF FEES AND PENALTIES AND REPEALING ALL PRIOR ENACTMENTS INCONSISTENT WITH THIS RESOLUTION**

RECOMMENDATION

1. Staff recommend that the City Council adopt Resolution No. CC 2026-049, a Resolution of the City Council of the City of Palmdale restating in its entirety the City of Palmdale Master Schedule of Fees and Penalties and repealing all prior enactments inconsistent with this resolution.

BACKGROUND

The State Constitution authorizes cities to impose user and regulatory fees on services and activities. However, the fees may not exceed the estimated reasonable cost of providing the service or performing the activity.

Periodically, the City Council adopts Fee Resolutions, which 1) revise existing fees, rates, or charges; 2) establish new fees, rates, or charges; or 3) revise headings or descriptive language for existing fees for the City's operating departments. Fee adjustments are necessary to keep pace with inflation and recover costs.

DISCUSSION

The proposed updates to the City of Palmdale Master Schedule of Fees and Penalties are intended to ensure the fee schedule remains current, reflects the cost of providing services, and supports efficient administration across City operations.

The proposed revisions include a 3.8% adjustment to most City-imposed fees, consistent with the increase in the Consumer Price Index (CPI) for the Greater Los

Angeles area published by the U.S. Bureau of Labor Statistics between April 2025 and April 2026. Applying periodic CPI adjustments helps maintain the fee schedule over time and reduces the need for larger or more significant adjustments in future years. In addition to the annual CPI adjustment, selected fees are proposed for revision based on departmental evaluations of the resources required to provide specific services.

The Building and Safety, Engineering, and Traffic Divisions reviewed their fee schedules to improve consistency, simplify administration, and better align fees with the cost of providing services. Building and Safety completed a comprehensive cost-of-service analysis to identify fees that should be adjusted, consolidated, or eliminated, while the Engineering and Traffic updates reflect the staff time and resources required to review plans, process permits, perform inspections, and administer improvements within the public right-of-way. Collectively, the proposed revisions improve cost recovery, modernize the fee schedule, and provide a clear, consistent framework for development-related services.

State law requires that new or increased fees and service charges be adopted by ordinance or resolution following a public hearing. Notice of the public hearing was published in the Antelope Valley Press on July 16, July 23, and July 30, 2026. In addition, written notice was provided at least 14 days before the public hearing to interested parties who requested notification of meetings concerning new or increased development-related fees or service charges. The public was provided the opportunity to submit written comments and provide testimony at the regularly scheduled City Council meeting.

Staff recommend that the City Council adopt Resolution No. CC 2026-049, repealing all prior inconsistent fee resolutions and approving the revised City of Palmdale Master Schedule of Fees and Penalties, effective August 4, 2026.

FISCAL IMPACT

Resolution No. CC 2026-049, if adopted, would allow certain fee adjustments and policy implementation, resulting in increased revenues that offset the cost of providing services.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

B. Manage resources, costs, and liabilities to ensure the City’s long-term fiscal health.

Prepared by:	Janelle Samson, Deputy City Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-049
Atch FY 2026-27 Proposed Master Schedule of Fees and Penalties

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-049

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE RESTATING IN ITS ENTIRETY THE CITY OF PALMDALE MASTER SCHEDULE OF FEES AND PENALTIES AND REPEALING ALL PRIOR ENACTMENTS INCONSISTENT WITH THIS RESOLUTION.

WHEREAS, The City Council has determined that City staff provides many types of services involving requests by City customers ("Applicants"), and the City imposes service fees ("Service Fees") and development-related fees ("Development Fees") upon Applicants to recover the costs of staff time, and other expenses related to providing these services; and

WHEREAS, Current Service Fees and Development Fees charged for the City's Services do not adequately recoup the City's costs of providing certain services, and thus, a significant amount of these costs are currently paid out of the City's general fund and, therefore, borne by the general public; and

WHEREAS*,* City Council finds that providing these Services is of special benefit to Applicants both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to recover better the costs of providing these Services from Applicants who have sought the City's services by revising its schedule of City-Wide Master Schedule of Fees and Penalties; and

WHEREAS, The City desires to adjust certain fees up to the actual costs incurred by the City in providing these services; and

WHEREAS, Notice of public hearing has been given pursuant to Government Code Section 6062a, and written notice has been provided to interested parties who filed written requests for mailed notice of meetings on new or increased development-related fees or service charges; and

WHEREAS, The City Council conducted a duly noticed public hearing on August 4, 2026, at which time the public was invited to make oral and written presentations as part of the meeting prior to the adoption of this Resolution; and

WHEREAS, Not less than ten (10) days prior to the public hearing referenced above, the City made available for public inspection information required under Government Code Section 66000, *et seq*.; and

WHEREAS, The City published notice of the public hearing as described above in accordance with Government Code Sections 6062(a), 66014, 66016, 66017, and 66018 for the various Service Fees and Development Fees specified in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. In all respects, as set forth above, the Intent of the City Council is hereby incorporated by reference. Further, this Resolution repeals all prior enactments inconsistent with this Resolution.

SECTION 2. Adopt Resolution No. CC 2026-049 to authorize the proposed fees and charges for the fees, charges, and requirements set forth in the City of Palmdale Master Schedule of Fees and Penalties, attached hereto, and incorporated by reference herein.

SECTION 3. The fees, charges, and requirements set forth in the City of Palmdale Master Schedule of Fees and Penalties for Fiscal Year 2026-27 and incorporated herein by reference are hereby approved and adopted as the City of Palmdale Master Schedule of Fees and Penalties to be imposed as set forth therein.

SECTION 4. Unless Federal or State regulations or an ordinance of the City prohibits such or prescribes alternate procedures, any person subject to payment of the fees, rates, and charges established hereunder may apply, in writing, to the City Manager for a waiver or reduction of such fees, rates, or charges. The application shall state in detail the factual basis for the request, including a description of the proposed project, program, activity, or other undertaking involved and the extraordinary benefits to the City resulting therefrom, which justify the requested waiver or reduction of fees, rates, or charges. The City Manager may consider the application and waive or reduce such a fee, rate, or charge upon finding it of extraordinary benefit to the City. The recipient of the relief granted by the City Manager must indemnify and defend the City against all legal challenges which, from time to time, may be brought against the City or any official of the City for, or as a result of, matters arising from such relief, directly or indirectly. The determination of the City Manager shall be final and conclusive.

SECTION 5. The City Council hereby finds and determines that the existing, new, or increased fees, rates, and charges established in this Resolution are in an amount reasonably necessary to recover the costs of providing the service, review, document, facility, or commodity for which such fee, rate, or charge is levied or authorized to be levied.

SECTION 6. The new rates, fees, and charges set forth in this Resolution shall become effective on the later of August 4, 2026, or the first date that the fees can legally be enforced. The City Clerk is hereby directed to provide, in permanent form, a signed copy of the City of Palmdale Master Schedule of Fees and Penalties to each City department by and through each City department head.

SECTION 7. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 4th day of August, 2026.

SECTION X. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this _____ day of _____, _____.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 4th day of August, 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

City of Palmdale

Master Schedule of Fees & Penalties

Effective August 4, 2026

BUILDING & SAFETY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
A. General Fees					
In addition to the fees below, the Building Official may charge additional fees for services or staff time, changes, omissions, errors, or work not specifically outlined below, including, but not limited to, additional inspections, plan review, or document changes. Projects/Permits involving more than one trade or exceeding any designated valuation threshold herein will be assessed from Table 1-A.					
Investigation Fee for Work constructed Without a Permit:					
The investigation fee shall be equal to and in addition to the permit fees specified, but in no event shall the investigation fee be less than listed.	$388.75	$580.15	$191.40	49.2%	
Appliation fee R-3 Single Family Res. and U occupancies	$0.00	$75.00	$75.00	100.0%	
Application fee for all other occupancies Commercial, Multi-Family	$0.00	$227.32	$227.32	100.0%	
Permit Issuance fee	$0.00	$37.00	$37.00	100.0%	
For each extra inspection resulting from defective workmanship or materials	$135.75	$193.00	$57.25	42.2%	Per hour
Modification, Alternate Materials and Methods of Construction Fee: A written application for the granting of such modifications shall be submitted together with a filing fee.					
up to 2 hours	$151.25	$661.00	$509.75	337.0%	
Additional fee above 2 hours	$0.00	$330.00	$330.00	100.0%	Per hour
Appeals filing Fee	$456.50	$661.40	$204.90	44.9%	
Noncompliance fee, and shall be in addition to the fees specified elsewhere.	$388.75	$518.28	$129.53	33.3%	
Additional fee in excess of 2 hours	$0.00	$259.14	$259.14	100.0%	Per hour
Special Inspector Registration fees	$155.50	$205.34	$49.84	32.1%	Annually
Special Inspector Registration Renewal Fee	$103.25	$205.34	$102.09	98.9%	Annually
For investigation and review of test reports from local testing laboratories, or to comply with alternate materials and methods: Reports for electrical items, apparatus, machine tool(s), appliance(s) or other electrical equipment	$151.25	$661.00	$509.75	337.0%	
For each hour or fraction thereof, in excess of two	$151.25	$330.00	$178.75	118.2%	
Partial Permit/Deferred Submittal Fee * (plus hourly review fee)	$800.00	$800.00	$0.00	0.0%	
General meetings at the request of the applicant.	$0.00	$0.00	$0.00	100.0%	Actual cost
B. Palmdale Building and Residential Code Permit and Plan Check Fees					
TABLE 1-A – Building Permit Fees*					
Total Valuation					
$0 to and including $700,	$46.50	$34.00	-$12.50	-26.9%	
More than $700 to and including $25,000,	$66.75	$48.00	-$18.75	-28.1%	
plus for each additional $1,000 or fraction thereof in excess of $1,000,	$23.75	$17.00	-$6.75	-28.4%	
$25,001 to and including $50,000,	$501.00	$366.00	-$135.00	-26.9%	
plus for each additional $1,000 or fraction thereof in excess of $25,000,	$18.00	$13.00	-$5.00	-27.8%	
$50,001 to and including $100,000,	$850.75	$622.00	-$228.75	-26.9%	
plus for each additional $1,000 or fraction thereof in excess of $50,000,	$13.75	$10.00	-$3.75	-27.3%	
$100,001 to and including $300,000,	$1,403.00	$1,026.00	-$377.00	-26.9%	
plus for each additional $1,000 or fraction thereof in excess of $100,000	$9.25	$6.00	-$3.25	-35.1%	
$300,001 - $1million	$3,280.25	$2,399.00	-$881.25	-26.9%	
plus for each additional $1,000 or fraction thereof in excess of $300,000	$8.75	$6.00	-$2.75	-31.4%	
$1 million -$10,000,000	$9,501.00	$6,948.00	-$2,553.00	-26.9%	
plus for each additional $1,000 or fraction thereof in excess of $1 million	$8.25	$6.00	-$2.25	-27.3%	
Over 10 million	$79,483.50	$58,130.00	-$21,353.50	-26.9%	
plus for each additional $1,000 or fraction thereof in excess of $10 million	$7.75	$5.00	-$2.75	-35.5%	
Building Valuation Fee as calculated from Table 1-A multiplied by the following factors:					
Combination permit Group R-3 and U	1.43	1.43			
Tenant Improvement	1.23	1.23		0.0%	
All other Occupancies	1.50	1.50		0.0%	
*Permit fees shall be increased by the following factors:					
SMIP Fees Group R - per $100,000 Valuation	$13.00	$13.00	$0.00	0.0%	
SMIP Fees Other Occupancies - per $100,000 (PRC Code2705-2709.1)	$28.00	$28.00	$0.00	0.0%	
BSASRF Fee per $100,000 Valuation(HSC 18931.6)	$4.00	$4.00	$0.00	0.0%	
Pool Permit					
Includes pool, pool equipment, electrical, and gas line for pool equipment. Additional structures, retaining walls, and electrical/gasline installations will require a separate permit(s). Includes inspections; failed inspections require an additional inspection fee.	$0.00	$1,050.00	$1,050.00	100.0%	
Certified Access Specialist (CASp)					
Inspection	$135.75	$213.00	$77.25	56.9%	Per hour
Plan review	$151.25	$259.00	$107.75	71.2%	Per hour
Report Letter	$135.75	$259.00	$123.25	90.8%	Per hour
Records, Reports and Related Inspections					
A. For a site inspection not otherwise covered herein by a fee and which is regulated by the City of Palmdale	$135.75	$193.00	$57.25	42.2%	Per hour
B. For inspection of any use, occupancy or change in use or occupancy: Group R or U Occupancy,(Residential)	$233.25	$386.00	$152.75	65.5%	
C. For occupancy groups other than R or U (Commercial)	$466.50	$773.00	$306.50	65.7%	
D. For inspection of the repair or rehabilitation of a building or structure declared substandard by notice filed with the Department of Registrar Recorder, the fee shall be based on the number of hours required to complete the inspections and process the required paperwork.	$135.75	$259.14	$123.39	90.9%	Per hour
E. For inspection of the demolition of a building or structure (including sewage system termination)	$222.00	$426.00	$204.00	91.9%	
F. For inspection outside of normal business hours, per hour	$135.75	$193.38	$57.63	42.5%	Per hour. 4 hr minimum
G. For inspection outside of normal business hours. Days City is open.	$0.00	$193.38	$193.38	100.0%	Per hour. 2 hr minimum
H. For inspection for which no fee is specifically indicated.	$135.75	$193.00	$57.25	42.2%	Per hour
I. For determining occupant load for purposes of parking requirements pursuant to the Zoning Ordinance.	$151.25	$259.14	$107.89	71.3%	Per hour
J. For assignment of house numbers, Single Family Residential R-3 (in additional to permit fees)	$57.75	$75.77	$18.02	31.2%	
K. For assignment of house/addressing numbers for occupancies other than R-3	$0.00	$75.77	$75.77	100.0%	Per building
L. For the issuance of a certificate of occupancy	$111.00	$193.00	$82.00	73.9%	

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Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
M. For the issuance of a temporary certificate of occupancy	$166.50	$708.21	$541.71	325.4%	
N. For each extension of a temporary certificate of occupancy	$111.00	$708.21	$597.21	538.0%	
Notice and Order Processing Fees and Service Fees					
(a) Processing	$135.75	$259.14	$123.39	90.9%	Per hour
(b) Recording or resending of notice	$135.75	$259.14	$123.39	90.9%	Per hour
D. Plan Checking or Review Fees for Buildings or Structures: The fees specified in this section are separate fees from the permit fees specified above.					
Plans shall reflect laws and ordinances in effect at the time a permit is issued except as provided herein below in this section. Nothing in this section shall prohibit modifying the permit set of plans to reflect changes in laws and ordinances, which have become effective since the approval of the standard plan. Standard plans shall become null and void where the work required by such changes exceeds ten percent of the value of the building or structure. When it is desired to use an approved "standard plan" for an identical structure, two plot plans and one duplicate plan shall be submitted and a plan checking fee equal to 50 percent of the full plan checking fee required above shall be paid at the time application is made for such identical structure. Such duplicate plans shall be compared, stamped and kept on the project site. In case of deviation from this standard plan, except as permitted in this section, complete plans, together with a full plan-checking fee, shall be submitted for the proposed work.					
When an application for a building permit is submitted for review, whether or not plans and specifications are required by Section 106.4.2, *a fee shall be paid to the Building Official. Said fee shall be equal to 85 percent of the building permit fee* as set forth in Table 1-A, provided. In addition to the aforementioned fees, the Building Official may require additional charges for review required by changes, additions or revisions of approved plans or reports, and for services beyond the first and second check due to changes, omissions or errors on the part of the applicant. The payment of said fees shall not exempt any person from compliance with other provisions of this PBC.	$151.25	$259.00	$107.75	71.2%	Per hour in addition to any third-party charges if applicable.
Preliminary plan review: Up to 2 hours	$233.25	$518.00	$284.75	122.1%	
> 2 hours, or portion thereof (additional) per hour	$151.25	$259.00	$107.75	71.2%	Per hour
For additional review required by changes, additions, or revisions of approved or resubmitted plans or reports.	$151.25	$167.04	$15.79	10.4%	Per hour
For additional review required beyond the initial and second check of plans or reports	10% of original fee for each plan check after 3rd review	10% of original fee for each plan check after 3rd review			Plus any third-party charges if applicable. 1 hour minimum.
Expedited Plan Check fee available for the processing of first time plan checks and re-checks for an additional 50% of the original Plan Check Fee.	Additional 50% of Original Plan Check Fee	Additional 50% of Original Plan Check Fee			Plus any third-party charges if applicable. Minimum 1.5 hrs of plan review fee above.
Standard Plans					
The Building Official may approve a set of plans for a building or structure as a "standard plans," provided that the applicant has made proper application, submitted complete sets of plans as required by this section, and paid the plan checking fee required above, or fee listed for standard plans, whichever is greater.	50% plan check fee	50% of the original plan review fee			Minimum 1 hr of the plan review fee above, plus any third-party charges if applicable.
Standard plans shall be valid for a period of one year from the date of approval. The standard plan can be extended by the Building Official an additional year upon payment of an extension fee equal to 30% of the original fee providing the standard plans are being restandardized under the same year codes as the original standard plan approval.					
E. Electrical Permit Fees					
Electrical Permit Fees in this section are in addition to the standard application and issuance fees. Project valuation equal to or greater than 20k will be subject to the Table 1-A above. Failed or canceled inspections will be charged an additional inspection fee before the applicant schedules the next inspection.					
Residential Buildings and Rewire					
The following fees shall include all wiring and electrical equipment in or on each building, or other electrical equipment on the same premises constructed at the same time.					
For multifamily residential buildings (apartments and condominiums) having three (3) or more living units not including garages, carports, and other noncommercial automobile storage areas constructed at the same time, per square foot	$0.11	$0.11	$0.00	0.0%	
For single or two-family residential buildings not including garages, carports and other minor accessory buildings constructed at the same time, per square foot	$0.11	$0.11	$0.00	0.0%	
For single or two-family residential buildings 2500sqft. or less including garages, carports and other minor accessory buildings constructed at the same time other minor accessory buildings constructed at the same time or re-wire of the same.	$0.08	$0.08	$0.00	0.0%	
For new single or two-family residential buildings more than 2500sqft. including garages, carports and other minor accessory buildings constructed at the same time other minor accessory buildings constructed at the same time. Or Re-wire of the same.	$0.00	$0.06	$0.06	100.0%	
Commercial - First 5 devices, switch, fixture., light, receptacle etc.	$0.00	$145.00	$145.00	100.0%	
Each additional device.	$0.00	$29.00	$29.00	100.0%	
Lighting retrofit/install or Re-wire	$0.00	$0.08	$0.08	100.0%	
Carnivals, circuses or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays and attractions:					
For Electric generators, electrically driven rides, mechanically driven rides, walk-through attractions, displays having electric lighting and booths with lighting.	$28.75	$193.00	$164.25	571.3%	Per hour
Temporary Power Service					
For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lighting, Christmas tree sales lots, fireworks stands, sales booths, additional pole, etc. each	$46.50	$193.38	$146.88	315.9%	Includes 2 inspections, installation and removal
Branch Circuit and Unit Fee Schedules					
Branch Circuit Fees (Alternate to Unit Fees)					
Branch circuit fees apply to new branch circuit wiring and the lighting fixtures, switches and receptacles, which are supplied by these branch circuits, including their outlets.					
For 15 or 20 ampere 120 volt lighting or general use receptacles:					
First 10 branch circuits, each	$26.75	$193.00	$166.25	621.5%	
Each additional branch circuit	$26.75	$19.30	-$7.45	-27.9%	
Receptacle, Switch, Lighting, or other:					
For receptacle, switch, lighting, or other outlets at which current is used or controlled, except services, feeders and meters: First10 devices	$3.00	$96.00	$93.00	3100.0%	

BUILDING & SAFETY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Additional outlets, each	$1.00	$9.00	$8.00	800.0%	
For pole or platform mounted lighting fixtures	$0.00	$96.96	$96.96	100.0%	First fixture
Each additional pole or platform mounted fixture	$0.00	$19.34	$19.34	100.0%	Each
Power Apparatus					
For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus with a rating as follows:					
Rating in horsepower (HP), kilowatts (KW), kilovolt-amperes (K-VA), or kilovolt-amperes-reactive (K-VAR):					
Rating up to and not over 10 (first device)	$63.25	$145.00	$81.75	129.2%	
Rating over 10 (first device)	$63.25	$193.38	$130.13	205.7%	
Each additional device	$0.00	$48.35	$48.35	100.0%	
Signs, Outline Lighting, and Marquees					
For signs, outline lighting systems, or marquees supplied from one branch circuit, each	$41.25	$145.04	$103.79	251.6%	
For additional branch circuits within the same sign, outline lighting system, or marquee, each	$13.50	$19.00	$5.50	40.7%	
Services, Switchboards, Switchboard Sections, Motor-Control-Centers and Panelboards					
For services, switchboards, switchboard sections, motor control centers and panelboards of 600 volts or less and not over 399 amperes in rating, each					
up to 399 Amps	$42.25	$96.00	$53.75	127.2%	
400-1000 Amps	$81.00	$193.00	$112.00	138.3%	
over 1000 Amp	$172.25	$213.00	$40.75	23.7%	
For services, switchboards, switchboard sections, motor control centers and panelboards over 600 volts or over 1,000 amperes in ratings, each	$172.25	$290.00	$117.75	68.4%	
Other Inspections					
For each extra inspection resulting from defective workmanship or materials. (Failed inspection).	$135.75	$193.00	$57.25	42.2%	per hour
For inspection of electrical equipment for which no fee is herein set forth and for emergency inspections for the time consumed:	$0.00	$193.00	$193.00	100.0%	per hour
Photovoltaic System (PV)					
Residential (Not Solar APP+)					
Flat fee up to 10 Kw	$450.00	$450.00	$0.00	0.0%	Gov Code 66015, Flat Fee
above 10 KW, $15 per KW (per Government Code 66015)	$15.00	$15.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Inspection (plus fully allocated hourly rate for re-inspection)	$0.00	$0.00	$0.00	0.0%	included w/ PV permit
Re-inspection	$135.75	$135.75	$0.00	0.0%	
Solar APP+					
Residential					
Flat fee up to 10 Kw	$314.00	$314.00	$0.00	0.0%	Gov Code 66015, Flat Fee
above 10 KW, $15 per KW (per Government Code 66015)	$15.00	$15.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Inspection (plus fully allocated hourly rate for re-inspection)					Included w/ PV Permit
Re-inspection	$135.75	$135.75	$4.25	3.4%	
Non-residential - Less than 600V					
Flat fee up to 50kW	$1,000.00	$1,000.00	$0.00	0.0%	Gov Code 66015, Flat Fee
51kW to 250kW, $7 per kW	$7.00	$7.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Above 250kW, $5 per KW (per Government Code 66015)	$5.00	$5.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Non-residential - 600V or more					
Flat fee up to 50kW	$1,000.00	$1,000.00	$0.00	0.0%	Gov Code 66015, Flat Fee
51kW to 250kW, $7 per kW	$7.00	$7.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Above 250kW, $5 per KW (per Government Code 66015)	$5.00	$5.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Thermal Photovoltaic Systems					
Flat fee up to 30kW	$1,000.00	$1,000.00	$0.00	0.0%	Gov Code 66015, Flat Fee
30kW to 260kW, $7 per kW	$7.00	$7.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Above 260kW, $5 per kW or based on project valuation	$5.00	$5.00	$0.00	0.0%	Gov Code 66015, Flat Fee
Vehicle Charging Station					
Residential	$36.50	$96.00	$59.50	163.0%	
Commercial (based on project valuation)					Fee Based on Project Valuation
Electrical Plan Check Fees					
Plans are required to be submitted for any of the work described below. A plan checking fees shall be paid when the plans are submitted for review. With respect to the work described below wiring shall not be installed, nor any other work for which a permit is required shall be done, until the plans have been approved. Only after the plans have been approved may the applicant apply for an electrical permit for such work. Plans are required for the following:					
(1) An Installation where one or more services, switchboards, motor control centers or feeders have a rating of 400 amperes or larger at 600 volts or less;					
(2) Any installations rated above 600 volts;					
(3) Theaters or motion picture theaters;					
(4) Assembly rooms or similar places having an assemblage or seating capacity exceeding 500 persons;					
(5) A hospital or other health care facility falling within the scope of Article 517 of the Electrical code;					
(6) Installations in locations classed as hazardous locations by the provisions of Chapter 5 of the Electrical code;					
(7) Installation of lighting fixtures weighing more than 300 pounds;					
(8) Tenant improvement installations requiring review to verify compliance with the State's Electrical Energy Conservation requirements (Title 24). This energy plan check is in					
The fee for each plan check pursuant to subsection above shall be equal to seventy percent (70%) of the required permit fee, the minimum fee shall be 1 hour plan review. The payment of said fees shall not exempt any person from compliance with other provisions of the PEC.	$151.25	$167.00	$15.75	10.4%	Per hour
F. Plumbing/Sewer Permit and Plan Check Fees					

BUILDING & SAFETY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Plumbing Permit Fees in this section are in addition to the standard application and issuance fees. Project valuation equal to or greater than 20k will be subject to the Table 1-A above. Failed or canceled inspections will be charged an additional inspection fee before the applicant schedules the next inspection. Plumbing Sewer and private sewage disposal permit fees shall be paid as follows. For the purpose of this section, a sanitary plumbing outlet on which or to which a plumbing fixture or appliance may be set or attached shall be construed to be a fixture. Built in dishwashers shall be construed fixtures whether individually trapped or not. Fees for reconnection and retest of existing plumbing systems in relocated buildings shall be based on the number of plumbing fixtures, gas systems, water heaters, etc., involved. When interceptor traps or house trailer site traps are installed at the same time as a house sewer on any lot, no sewer permit shall be required for the connection of any such trap to an appropriate inlet fitting provided in the house sewer by the permittee constructing such sewer. When a permit has been obtained to connect an existing building or existing work to the public sewer, or to connect to a new private disposal facility, backfilling of private sewage disposal facilities abandoned consequent to such connection is included in the house sewer permit.					
General Inspection per Permit					
For each hour, or fraction thereof	$133.25	$193.00	$59.75	44.8%	per hour
For each plumbing fixture or trap or set of fixtures on one trap (including drainage, vent, water piping and backflow prevention devices therefore) (hose bibbs are considered fixtures),					
Ten or fewer fixtures	$0.00	$96.00	$96.00	100.0%	
each additional fixture over ten	$0.00	$9.60	$9.60	100.0%	
For each gas piping system on any one meter or alteration, extension or retest of existing gas piping system:					
Ten or fewer fixtures,	$17.75	$96.00	$78.25	440.8%	
For each additional fixture over ten,	$4.75	$9.60	$4.85	102.1%	
For replacing water piping in a Residential/Multi -family building, (1) each fixture, each water-treating device and each piece of water-using or dispensing equipment, or (2) each branch or riser that has none of the above items	$8.75	$.06/ sqft.			$.06/sqft of affected area. Minimum one half hour.
Commercial (based on project valuation)	$0.00	$193.00	$193.00	100.0%	Based on project valuation, a minimum of 1 hour.
Plans must be submitted for any of the work described below. A plan checking fee shall be paid when the plans are submitted for review. Plumbing plan check fees in this section are in addition to the standard application and issuance fees. Project valuation equal to or greater than 20k will be subject to Table 1-A above. Plans are required for the following:					
For each private sewage disposal system (septic tank and seepage pit or pits and/or drain field),	$133.25	$193.00	$59.75	44.8%	
For disconnection, abandonment, alteration or repair of any house sewer or private sewage disposal system or part thereof,	$32.25	$96.00	$63.75	197.7%	
On-Site sewer Permit for Occupancy R-3 SFR (plus plan review fee(s)	$0.00	$96.00	$96.00	100.0%	
On-Site sewer Permit for all other Occupancies without grease interceptors or special equipment (plus plan review fee(s)	$0.00	$193.00	$193.00	100.0%	
On-Site sewer Permit for all other Occupancies having grease interceptors or special equipment (plus plan review fee(s)	$0.00	$290.00	$290.00	100.0%	
Plumbing Plan Check Fees					
Plans must be submitted for any of the work described below. A plan checking fee shall be paid when the plans are submitted for review. Plumbing plan check fees in this section are in addition to the standard application and issuance fees. Project valuation equal to or greater than 20k will be subject to Table 1-A above. Plans are required for the following:					
Said fee shall be equal to 70 percent of the required plumbing permit.					
1. More than 216 waste fixture units;					
2. Potable water supply piping required to be 2" or larger; or					
3. Fuel gas piping required to be 2" or larger or containing medium or high pressure gas.					
The fee for plan check pursuant to subsection above. Shall be equal to seventy percent (70%) of the permit fee, the minimum fee shall be 1hour plan review. The payment of said fees shall not exempt any person from compliance with other provisions of this PPC.	$151.00	$167.00	$16.00	10.0%	1 hour minimum
G. Mechanical Permit and Fees					
Mechanical Permit Fees in this section are in addition to the standard application and issuance fees. Project valuation equal to or greater than 20k will be subject to Table 1-A above. Failed or canceled inspections will be charged an additional inspection fee before the applicant schedules the next inspection.					
General Inspection per Permit					
Or, for each hour, or fraction thereof	$133.25	$193.00	$59.75	44.8%	
1. For the installation, alteration or relocation of each refrigeration compressor or absorption unit, and for each fuel-burning furnace, heater, boiler, and vented decorative appliance including vents attached thereto:					
Up to and including 500,000 Btu	$28.75	$96.00	$67.25	233.9%	
2. More than 500,000 Btu - hourly rate as applicable.	$0.00	$193.00	$193.00	100.0%	Per hour
3. For the installation or alteration of each air-handling unit for air conditioning, including ducts attached thereto. NOTE: This fee shall not apply to an air-handling unit which is a portion of a factory-assembled air-conditioning appliance for which a permit is required elsewhere in this PMC.					
Up to 2,000 cfm and including 10,000 cfm	$43.25	$96.00	$52.75	122.0%	
More than 10,000 cfm - hourly rate as applicable.	$72.25	$193.00	$120.75	167.1%	Per hour
4. For each evaporative cooler other than portable type	$23.25	$96.00	$72.75	312.9%	
Ten of fewer fans	$16.50	$96.00	$79.50	481.8%	
Each fan over 10	$6.75	$9.60	$2.85	42.2%	
6. For each ventilation system that is not a portion of any air-conditioning system for which a permit is required elsewhere in this PMC	$37.50	$96.00	$58.50	156.0%	
For the installation of each commercial kitchen hood, or product-conveying duct system, served by mechanical exhaust, including the fans and ducts attached thereto	$77.75	$193.00	$115.25	148.2%	Includes 2 inspections, duct test and install
1. Spray booth	$77.75	$193.00	$115.25	148.2%	
2. Duct Detector - up to 5 devices	$11.25	$145.00	$133.75	1188.9%	
Each device in excess of 5	$0.00	$29.00	$29.00	100.0%	
3. Fire damper- up to 5 devices	$12.25	$145.00	$132.75	1083.7%	
Each device in excess of 5	$0.00	$29.00	$29.00	100.0%	
4. For the alteration of an existing duct system for which a permit is not required elsewhere in this PMC	$8.75	$96.00	$87.25	997.1%	
Mechanical Plan Check Fees					

BUILDING & SAFETY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Plans must be submitted for any of the work described below. A plan checking fee shall be paid when the plans are submitted for review. Plumbing plan check fees in this section are in addition to the standard application and issuance fees. Project valuation equal to or greater than 20k will be subject to Table 1-A above. Plans are required for the following:					
1. Installations where the aggregate Btu input capacity for either comfort heating or comfort cooling is more than 500,000 BTU. Plans shall detail all the mechanical systems, including comfort heating systems, comfort cooling systems, refrigeration systems and ventilation systems and hoods.					
2. Installations of the following individual systems:					
(i) Food processing establishment containing a commercial-type I or II hood;					
(ii) Garage ventilation systems installed in compliance with the provisions of the Palmdale Building Code;					
(iv) Product conveying duct systems installed in compliance with Chapter 5 of this PMC;					
(v) Tenant improvement installations requiring review to verify compliance with the State's Energy Regulations.					
When a building permit is not required for that work the plan check fee shall be $29.00/1000 square feet of conditioned space.	$31.25	$167.00	$135.75	434.4%	Per hour. 1 Hour minimum
Direct-fired gas makeup and industrial air heaters					
The installer shall submit plans showing the proposed installation, indicating the location of the heater and such accessories as may be required to ensure the proper and safe performance of its function.					
A plan-checking fee shall be paid to the Mechanical Official at the time of submitting the plans and specifications. Said fee shall be:					
The fee shall be equal to 70 percent of the required mechanical permit fee as set forth in the PMC.	50% plan check fee	70% plan check fee			
(i) Food processing establishments containing a commercial type I or II hood	$185.50	$259.00	$73.50	39.6%	
(ii) Garage ventilation systems installed in compliance with the provisions of Title 26 of the Palmdale City code	$185.50	$259.00	$73.50	39.6%	
(iii) Stair pressurization systems installed in compliance with the provisions of Title 26 of the Palmdale City code	$185.50	$259.00	$73.50	39.6%	
(iv) Product conveying systems installed in compliance with Chapter 5 of this PMC	$185.50	$259.00	$73.50	39.6%	
In addition to the aforementioned fees, the Mechanical official may require additional charges at the rate listed per hour for plan check services beyond the initial and second check when such additional work is due to changes, omissions or errors on the part of the plan check applicant. The payment of said charges shall not exempt any person from compliance with other provisions of the PMC.	$151.25	$259.00	$107.75	71.2%	
Third or More for Commercial Properties involving additional violations of same Ordinance within two years for failure to remove visible refuse or prohibit unauthorized uses					
Building Code 8.04.220 PMC Violations and Penalties Building Code Chapter 70, Excavation and Grading	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
8.04.290 PMC	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
Electrical Code 8.04.390 PMC Violations and Penalties	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
Electrical Code 8.04.370 PMC Permits and Inspection Procedures	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
Housing Code 8.04.820 PMC Violations and Penalties	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
Mechanical Code 8.04.720 PMC Penalties and Violations	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
Plumbing Code 8.04.620 PMC Violations and Penalties	$100.00 - $500.00	$100.00 - $500.00	$0.00	0.0%	
Residential Rental Unit Inspection					
Permit Issuance Fee	$35.50	$75.00	$39.50	111.3%	First unit for multi-family pays permit issuance fee, all other units are included in permit.
GIS Fee	5% of total fee	5% of total fee			
Multi-Family	$ 89.40	$ 96.69			Per unit. 2 inspections
Single-Family	$ 178.70	$ 290.07			Per bldg 2 inspections
F. Administrative Penalties					
Municipal Code Standard Fine for Building and Safety Violations					
Except as otherwise specifically set forth, the Administrative Citation Fine amount imposed for any violation of local building and safety codes determined to be an infraction is punishable by the following:					
First	$139.00	$193.00	$54.00	38.8%	Late fee is equal to 25% of fee
Second	$749.00	$986.00	$237.00	31.6%	Late fee is equal to 25% of fee
Third or More	$1,391.25	$1,856.00	$464.75	33.4%	Late fee is equal to 25% of fee
Third or More for Commercial Properties involving additional violations of same Ordinance within two years for failure to remove visible refuse or prohibit unauthorized uses	$2,675.50	$3,569.00	$893.50	33.4%	Late fee is equal to 25% of fee

BUSINESS LICENSE					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Business License Taxes:					
Classification "A" - Services Industries					
Annual Tax	$25.00	$25.00	$0.00	0.0%	
Semi-Annual Tax	$15.00	$15.00	$0.00	0.0%	
Tax Per Employee	$3.00	$3.00	$0.00	0.0%	
Classification "B" - Retail, Wholesale, Manufacturing					
Annual Tax	$25.00	$25.00	$0.00	0.0%	
Semi-Annual Tax	$15.00	$15.00	$0.00	0.0%	
Tax Per Employee	$3.00	$3.00	$0.00	0.0%	
Classification "C" - Contractors					
Contractors A or B	$0.00	$0.00	$0.00	0.0%	
Annual Tax	$150.00	$150.00	$0.00	0.0%	
Semi-Annual Tax	$100.00	$100.00	$0.00	0.0%	
Quarterly Tax	$60.00	$60.00	$0.00	0.0%	
Contractors C or D					
Annual Tax	$50.00	$50.00	$0.00	0.0%	
Semi-Annual Tax	$30.00	$30.00	$0.00	0.0%	
Quarterly Tax	$20.00	$20.00	$0.00	0.0%	
Classification "D" - Professionals					
Annual Tax Per Professional Employee	$45.00	$45.00	$0.00	0.0%	
Semi-Annual Tax Per Professional Employee	$28.00	$28.00	$0.00	0.0%	
Tax Per Non-Professional Employee	$5.00	$5.00	$0.00	0.0%	
Classification "E" - Residential Property - Renting & Leasing					
Tax for four (4) units	$25.00	$25.00	$0.00	0.0%	
Tax per unit for each additional unit	$3.00	$3.00	$0.00	0.0%	
Classification "F" - Commercial Property - Renting & Leasing					
Tax per unit for each additional unit	$10.00	$10.00	$0.00	0.0%	
Classification "G" - Agencies, Lenders, Brokerages, and other similar services					
Annual Tax Per Broker	$45.00	$45.00	$0.00	0.0%	
Annual Tax Per Agent	$25.00	$25.00	$0.00	0.0%	
Tax Per Employee of Broker or Agent	$3.00	$3.00	$0.00	0.0%	
Classification "I" Swap Meet					
Flat Tax Per Year	$400.00	$400.00	$0.00	0.0%	
Classification "J" - Race Track					
Flat Tax Per Year	$175.00	$175.00	$0.00	0.0%	
Flat Tax Per Year	$50.00	$50.00	$0.00	0.0%	
Classification "K" - Vehicles					
Tax Per Food Vehicle	$50.00	$50.00	$0.00	0.0%	
Tax Per Junk Vehicle	$50.00	$50.00	$0.00	0.0%	
Tax Per Retail, Wholesale, or Service Vehicle	$50.00	$50.00	$0.00	0.0%	
Tax Per Delivery Vehicle	$25.00	$25.00	$0.00	0.0%	
Tax Per Tow Truck	$50.00	$50.00	$0.00	0.0%	
Tax Per Taxi	$25.00	$25.00	$0.00	0.0%	
Classification "L" - Entertainment and Amusement					
Flat Tax Per Year	$25.00	$25.00	$0.00	0.0%	
Classification "M" - Advertising Medium					
Tax Per Advertising Bench	$10.00	$10.00	$0.00	0.0%	
Tax Per Billboard	$100.00	$100.00	$0.00	0.0%	
Searchlight Tax - per day	$10.00	$10.00	$0.00	0.0%	
Tax Per Commercial Sound-Truck	$175.00	$175.00	$0.00	0.0%	
Tax Per Non-Commercial Sound-Truck	$40.00	$40.00	$0.00	0.0%	
Classification "N" - News Racks					Applicable tax based upon gross receipts
Classification "O" - Amusement Devices and Video Machines					Applicable tax based upon gross receipts
Classification "P" - Vending Machines					Applicable tax based upon gross receipts
Classification "Q" Bowling Alley					
Flat Tax	$400.00	$400.00	$0.00	0.0%	
Tax Per Alley	$15.00	$15.00	$0.00	0.0%	
Classification "R" - Antique Mall					
Flat Tax Per Year	$400.00	$400.00	$0.00	0.0%	
Tax Per Employee	$3.00	$3.00	$0.00	0.0%	
Classification "S" - Launderette and Self-Service Dry Cleaners					
Classification "T" - Public Storage					
Tax for four (4) units or RV Storage space	$25.00	$25.00	$0.00	0.0%	
Tax per unit for each additional unit/space	$3.00	$3.00	$0.00	0.0%	
Classification "U" Mobile Recycling Units					
Tax for five (5) units	$25.00	$25.00	$0.00	0.0%	
Tax per unit for each additional unit	$1.00	$1.00	$0.00	0.0%	
Gross Receipt Tax					
$0.00 - $25,000	$25.00	$25.00	$0.00	0.0%	
$25,001 - $75,000	$75.00	$75.00	$0.00	0.0%	
$75,001 - $125,000	$125.00	$125.00	$0.00	0.0%	
$125,001 - $250,000	$175.00	$175.00	$0.00	0.0%	
$250,001 -	$250.00	$250.00	$0.00	0.0%	
Miscellaneous Business License Fees					
Business Permits					See Exhibit C for fee detail
Business Permit Background					
Investigation	$97.75	$526.25	$428.50	438.4%	per investigation
Business Permit Modification					50% of original fee (maximum $56)
Business Registration Annual Renewal	$17.50	$320.75	$303.25	1732.9%	per renewal
Change Of Business License	$17.50	$320.75	$303.25	1732.9%	
Collection Agency Processing Fee For					
Delinquent Account	$17.50	$526.25	$508.75	2907.1%	
Duplicate Business License/Sticker	$17.50	$320.75	$303.25	1732.9%	per duplicate
Business License Research Fee	$40.50	$320.75	$280.25	692.0%	per hour

BUSINESS PERMITS					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Business Permit Fees For Specific Businesses					
Background (BG) Investigation Fee	$97.75	$101.50	$3.75	3.8%	
Adult-Oriented Business					
a. Application for Adult-Oriented Business Regulatory Permit	$2,877.00	$2,986.25	$109.25	3.8%	+BG *
b. Application for Transfer of Adult--Oriented Business Regulatory Permit	$2,589.25	$2,687.75	$98.50	3.8%	+BG *
c. Application for Adult-Oriented Business Entertainer Permit	$64.50	$67.00	$2.50	3.9%	+BG *
d. Annual renewal for Adult-Oriented Business Entertainer Permit	$50.50	$52.50	$2.00	4.0%	+BG *
Entertainment					
a. Application for permit	$316.50	$328.50	$12.00	3.8%	
b. Annual renewal of permit	$201.25	$209.00	$7.75	3.9%	
c. Application for one-day Entertainment Permit	$115.00	$119.25	$4.25	3.7%	
Fireworks Stand					
a. Application for permit	$220.00	$220.00	$0.00	0.0%	
b. Public Safety enforcement	$575.50	$597.25	$21.75	3.8%	
c. Fireworks Deposit	$0.00	$200.00	$200.00	100.0%	$100 refundable upon compliance with PMC
Game Arcades					
a. Application for permit	$201.25	$209.00	$7.75	3.9%	
b. Annual renewal of permit	$172.50	$179.00	$6.50	3.8%	
c. The Applicable tax per machine shall be based upon the gross receipts as set forth in subsection Y.22 herein					
Gun Dealers					
a. Application for permit	$316.50	$328.50	$12.00	3.8%	
b. Annual renewal of permit	$172.50	$179.00	$6.50	3.8%	
Massage Establishments and Massage Technicians					
a. Application for Massage Establishment Permit	$2,877.00	$2,986.25	$109.25	3.8%	+BG *
b. Annual renewal of a Massage Establishment Permit	$2,589.25	$2,687.75	$98.50	3.8%	+BG *
c. Application for Massage Technician Permit	$64.50	$67.00	$2.50	3.9%	+BG *
d. Annual renewal of Massage Technician Permit	$50.50	$52.50	$2.00	4.0%	+BG *
e. If CAMTC Certificate - exempt from business permit but must obtain business license					
Pawnbrokers / Secondhand Dealers					
a. Application for permit	$201.25	$209.00	$7.75	3.9%	+BG *
b. Annual renewal of permit	$201.25	$209.00	$7.75	3.9%	+BG *
Sidewalk Vending Permit					
a. Sidewalk Vending - Appliation for permit	$86.50	$89.75	$3.25	3.8%	*Id Badge
b. Sidewalk Vending - Annual renewal of permit	$86.50	$89.75	$3.25	3.8%	*Id Badge
Mobile Vending Permit					
a. Mobile Vending: Vehicle Operator - Appliation for permit	$86.50	$89.75	$3.25	3.8%	*Id Badge
b. Mobile Vending: Vehicle Operator - Annual renewal of permit	$86.50	$89.75	$3.25	3.8%	*Id Badge
a. Mobile Vending: Pedestrain Solicitor - Application for permit	$86.50	$89.75	$3.25	3.8%	*Id Badge
b. Mobile Vending: Pedestrain Solicitor - Annual renewal of permit	$86.50	$89.75	$3.25	3.8%	*Id Badge
Tobacco/Smoking Products Retailer (GIS Fee Applies)					
a. Application for permit	$403.00	$418.25	$15.25	3.8%	+GIS Fee - 5% of total fee
b. Annual renewal of permit	$403.00	$418.25	$15.25	3.8%	+GIS Fee - 5% of total fee
Miscellaneous Business Permit Fees					
a. Issuance of duplicate permit	$17.50	$18.25	$0.75	4.3%	
b. Application for permit modification					50% of original application up to $56
c. Identification badge	$6.00	$6.25	$0.25	4.2%	
d. Business License Application Procedure Fee					
1. New application	$57.50	$59.75	$2.25	3.9%	
2. Annual Renewal	$17.50	$18.25	$0.75	4.3%	
*BG = Background Investigation Fee					

CITY ATTORNEY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
City Attorney'S Office					
City Attorney	$350.00	$350.00	$0.00	0.0%	Per hour
Assistant City Attorney	$315.00	$315.00	$0.00	0.0%	Per hour
Deputy City Attorney	$315.00	$315.00	$0.00	0.0%	Per hour
Associate Attorney	$285.00	$285.00	$0.00	0.0%	Per hour
Legal Assistant/Paralegal Or Law Clerk	$250.00	$250.00	$0.00	0.0%	Per hour
Administrative Assistant Or Office Assistant	$200.00	$200.00	$0.00	0.0%	Per hour
Matters referred to outside counsel or contract counsel for handling will be charged at the rate(s) then in effect.					
Special Agreements					
1. Affordable Housing Agreement	$4,120.00	$4,276.50	$156.50	3.8%	plus City Attorney's actual hourly costs (see above)
2. Industrial Development Bonds Agreement	$4,120.00	$4,276.50	$156.50	3.8%	plus City Attorney's actual hourly costs (see above)
Facilities Use And Special Event Liability Insurance Coverage					
The City requires all facility users, vendors, entertainers, and performers to meet the City's minimum insurance requirements. If they cannot obtain their own insurance, they may qualify to purchase insurance by applying on-line at https://venueliability.com/CityofPalmdale. Insurance premiums for individual certificate holders will be determined based on the exposure and number of attendees at the event.					
Low Risk (Class 1)					As Quoted by the Insurance Carrier
Medium Risk (Class 2)					As Quoted by the Insurance Carrier
High Risk (Class 3)					As Quoted by the Insurance Carrier

CITY CLERK					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Agendas	$ -	$ -	$ -	0.0%	No Charge
Computer Generated Data	$ 6.00	$ 6.25	$ 0.25	4.2%	Per CD Plus $35.00/Hr (Charged to the Nearest Quarter Hour)
Document Reproduction					
Other Documents Prepared By Or For City					Cost of Reproduction
Photocopies	$ 0.26	$ 0.26	$ -	0.0%	Per Copy
Filing of Notice of Intent to Circulate Initiative Petition	$ 230.25	$ 239.00	$ 8.75	3.8%	Per Initiative Petion*
*To Be Refunded If Sufficiency of Petition Is Certified Within One Year of Filing					
Minutes of Any Specific Agency	$ 57.50	$ 59.75	$ 2.25	3.9%	Annually
Municipal Code Book Document Fee	$ 153.50	$ 159.25	$ 5.75	3.7%	Cost of Book
Postage					Cost of Postage
Recorded Media of Public Meetings	$ 4.75	$ 5.00	$ 0.25	5.3%	per CD or Flash Drive, Actual Cost
Statements of Economic Interests and Campaign Statements	$ 0.10	$ 0.10	$ -	0.0%	Per Page*
*A retrieval fee of up to $5.00 Per request for copies of statements which are five or more years old.					
Surveillance Camera Video Footage					
Media Data Storage					At Cost
Staff Time	$ 103.00	$ 107.00	$ 4.00	3.9%	per 15 minutes of video

PUBLIC SAFETY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Abatement of Wrecked, Inoperative, Dismantled or Abandoned Vehicles	$1,925.00	$2,000.00	$75.00	3.9%	per vehicle
Basketball Hoop Removal	$138.75	$144.00	$5.25	3.8%	per removal
Substandard Property Declaration	$450.00	$467.00	$17.00	3.8%	per declaration
Substandard Property Termination	$450.00	$467.00	$17.00	3.8%	per termination
Special Assessment Lien	$450.00	$467.00	$17.00	3.8%	per declaration
Special Assessment Lien Termination	$450.00	$467.00	$17.00	3.8%	per termination
Summary Abatement	$955.25	$991.50	$36.25	3.8%	per abatement
Vacant and Abandoned Property Registration Fee	$366.50	$380.50	$14.00	3.8%	per house, per year
Code Enforcement Inspections:					
Inspection of Premises to Verify Code Compliance	$111.00	$115.25	$4.25	3.8%	per inspection
Inspection of Declared Substandard Property	$111.00	$115.25	$4.25	3.8%	per inspection
Weekend or After Hours Inspection	$111.00	$115.25	$4.25	3.8%	per inspection
Code Enforcement Warrant Filing	$755.25	$784.00	$28.75	3.8%	per warrant
Emergency Pool Abatement	$1,110.75	$1,153.00	$42.25	3.8%	per abatement
Regulation of Food Facilities:					
Abatement of Equipment or Conveyance	$230.25	$239.00	$8.75	3.8%	per piece of equipment or conveyance
Illegal Sign Removal:					
Cardboard Sign	$11.25	$11.75	$0.50	4.4%	per sign
Installed Sign Structure	$11.25	$11.75	$0.50	4.4%	per sign
Storage	$5.75	$6.00	$0.25	4.3%	per day storage
Temporary Commercial Sign	$11.25	$11.75	$0.50	4.4%	per sign
Wood Commercial Sign	$11.25	$11.75	$0.50	4.4%	per sign
Investigation Photographs	$2.25	$2.25	$0.00	0.0%	per photo
Property Owner Computer Research	$39.00	$40.50	$1.50	3.8%	per property
Animal Care And Control					
Cat License Fees:					
Unaltered	$10.00	$10.00	$0.00	0.0%	
Unaltered Late Fee	$10.00	$10.00	$0.00	0.0%	
Spayed or Neutered	$5.00	$5.00	$0.00	0.0%	
Spayed or Neutered Late Fee	$5.00	$5.00	$0.00	0.0%	
Delinquency Charge					equal to amount of licensing
Dog License Fees:					
Unaltered	$60.00	$60.00	$0.00	0.0%	
Unaltered Late Fee	$60.00	$60.00	$0.00	0.0%	
Spayed or Neutered	$20.00	$20.00	$0.00	0.0%	
Spayed or Neutered Late Fee	$20.00	$20.00	$0.00	0.0%	
Field Enforcement	$40.00	$40.00	$0.00	0.0%	
Senior Citizen Owner	$7.50	$7.50	$0.00	0.0%	
Senior Citizen Owner Late Fee	$7.50	$7.50	$0.00	0.0%	
Shopping Carts					
Failure to Retrieve Fine	$53.50	$55.50	$2.00	3.7%	per shopping cart
Administrative Penalties					
Municipal Code Standard Fine					
Except as otherwise specifically set forth, the Administrative Citation Fine amount imposed pursuant to Chapter 1.12 of the Municipal Code for a violation of the Palmdale Municipal Code by a person shall be:					
First	$100.00	$100.00	$0.00	0.0%	Late fee is equal to 25% of fee
Second	$200.00	$200.00	$0.00	0.0%	Late fee is equal to 25% of fee
Third	$500.00	$500.00	$0.00	0.0%	Late fee is equal to 25% of fee
For violations of the following codes:					
a. 5.04.460(I)(2) Sidewalk Vending without a special business permit.					
First	$250.00	$250.00	$0.00	0.0%	Late fee is equal to 25% of fee
Second	$500.00	$500.00	$0.00	0.0%	Late fee is equal to 25% of fee
Third	$1,000.00	$1,000.00	$0.00	0.0%	Late fee is equal to 25% of fee
For violations of the following codes:					
a. 8.04.240 Dust Control Measures;					
b. 8.04.430(A) and (B) "Safe & Sane" Fireworks on dates and times other than permitted;					
c. 8.28.030 Construction Noise at Prohibited Times;					
d. For all subsections of 8.38.030 Failure to register or maintain abandoned properties;					
e. 9.18.030(B) and (F) Loud Parties;					
f. For all subsections of 10.09.010 Unlawful possession of a Catalytic Converter.					
First	$500.00	$500.00	$0.00	0.0%	Late fee is equal to 25% of fee
Second	$1,000.00	$1,000.00	$0.00	0.0%	Late fee is equal to 25% of fee
Third	$2,500.00	$2,500.00	$0.00	0.0%	Late fee is equal to 25% of fee
For violations of the following codes:					
a. For all subsections of 8.48.030 Illegal Dumping.					
First	$1,000.00	$1,000.00	$0.00	0.0%	Late fee is equal to 25% of fee
Second	$1,500.00	$1,500.00	$0.00	0.0%	Late fee is equal to 25% of fee

PUBLIC SAFETY					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Third	$3,000.00	$3,000.00	$0.00	0.0%	Late fee is equal to 25% of fee
For violations of the following codes:					
a. 8.04.430(C), 8.04.440, and 8.04.450 Illegal Fireworks;					
b. 9.30.050 Graffiti.					
First	$2,500.00	$2,500.00	$0.00	0.0%	Late fee is equal to 25% of fee
Second	$5,000.00	$5,000.00	$0.00	0.0%	Late fee is equal to 25% of fee
Third	$10,000.00	$10,000.00	$0.00	0.0%	Late fee is equal to 25% of fee
Repeat Violations:					
The administrative citations fine amount of a second and third violation of the same Code provision by the same responsible party within one (1) year or three (3) years, as it applies to the violation, from the date of administrative citation shall equal a higher fine amount than is listed in this Resolution for a first violation of that Municipal Code section at the time of the second or third violation.					
Late Payment Charges:					
Payment of the administrative citation fine amount after twenty (20) days from the date of the administrative citation shall be subject to an additional late payment charge. The late payment charge shall equal twenty-five percent (25%) of the administrative citation fine amount due to the City. Late payment charges shall be in addition to the amount of the administrative citation amount.					
Collections Charge:					
In the event the City incurs costs to collect unpaid monies due to, inclusive of late payment charges, the collections charge shall equal thirty-five percent (35%) of the total amount due. The collections charge shall be in addition to the amount of administrative citations fine amount and the late payment charges.					
LASD Graffiti Investigator Fee (per incident) Welfare & Institutions Code Section 742.14(b)	$0.00	$0.00	$0.00	0.0%	Actual cost of graffiti removal and time spent.
Graffiti Abatement/Restitution Fee (per incident) Welfare & Institutions Code Section 742.14(c)	$0.00	$0.00	$0.00	0.0%	Actual cost of graffiti abatement required.
Parking Penalty Schedule	$0.00	$0.00	$0.00	0.0%	See Schedule A.
Parking Violation Notice Copy	$2.25	$2.25	$0.00	0.0%	
Vehicle Tow Release Administrative Fee	$93.00	$93.00	$0.00	0.0%	

ECONOMIC DEVELOPMENT					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Filming Fees					
Deposit	Up to $500	Up to $500	$0.00	0.0%	Dependent upon type and length of project
Filming Permit Processing Fee	$172.50	$179.00	$6.50	3.8%	plus staff hourly costs outside of normal business hours
Rental Rate	$34.50	$35.75	$1.25	3.6%	Per Hr. *For a facility not specifically listed in the Fee Schedule
Staff					Actual hourly costs
Palmdale Film Stage Fees:					
Live Shoots:					
Live Shoot/Filming	$166.50	$172.75	$6.25	3.8%	Per hour, 4-Hr minimum
Live Shoot/Filming for Student or School	$83.25	$86.50	$3.25	3.9%	Per hour, 4-Hr minimum
Prep/Strike/Hold Days	$83.25	$86.50	$3.25	3.9%	Per hour, 4-Hr minimum
Refundable Live Shoot Security Deposit Fee	$666.50	$691.75	$25.25	3.8%	Deposit required per rental
Still Shoots:					
Still Shoots	$105.00	$110.00	$5.00	4.8%	Per hour, 4-Hr minimum
Still Shoots for Student or School	$50.00	$50.00	$0.00	0.0%	Per hour, 4-Hr minimum
Refundable Still Shoot Security Deposit Fee	$410.00	$425.00	$15.00	3.7%	Deposit required per rental
Community Use Fee:					
Live Shoot/Filming	$105.00	$110.00	$5.00	4.8%	Per hour, 4-Hr minimum
Prep/Strike/Hold Days	$50.00	$50.00	$0.00	0.0%	Per hour, 4 -Hr minimum
Still Shoots	$75.00	$80.00	$5.00	6.7%	Per hour, 4-HR minimum

ENGINEERING					
DESCRIPTION	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
Annual Utility Permit	$390.00	$725.00	$335.00	85.9%	
As-Built Plan Review	$500.00	$0.00	-$500.00	-100.0%	per plan
Assessment District Formation					per application
Landscape District	$1,770.00	$1,910.00	$140.00	7.9%	+ Outside Costs
Streetlight District	$1,770.00	$1,910.00	$140.00	7.9%	+ Outside Costs
Block Party Encroachment Permit	$800.00	$1,065.00	$265.00	33.1%	processing fee
Bond Processing	$2,180.00	$2,680.00	$500.00	22.9%	per application
Borrow Site Plan Review/Inspection	$1,045.00	$1,115.00	$70.00	6.7%	
Certificate Of Compliance	$1,600.00	$1,805.00	$205.00	12.8%	per application
Certificate Of Correction	$720.00	$745.00	$25.00	3.5%	per application
Condemnation	Charge Hourly Rates	Charge Hourly Rates			per application + legal and consulting costs
Community Facilities District Annexation	$1,760.00	$0.00	-$1,760.00	-100.0%	+ Outside Costs
CLOMR/LOMR Review	Charge Hourly	Charge Hourly			
Flood Hazard Certification Review	$1,135.00	$1,275.00	$140.00	12.3%	
Curb & Gutter / Sidewalk Encroachment Permit					Encroachment Permit Fee +Fees Listed
0-50LF	$280.00	$585.00	$305.00	108.9%	
each Additional 50 LF	$20.00	$45.00	$25.00	125.0%	
Curb Core Encroachment Permit	$230.00	$265.00	$35.00	15.2%	+ Encroachment Permit fee
Agreements					
Deferred Improvement Agreement	$250.00	$0.00	-$250.00	-100.0%	
Drainage Facilities Reimbursement Agreement	$940.00	$1,055.00	$115.00	12.2%	
Subdivision / Improvement Agreement Extension	$995.00	$1,035.00	$40.00	4.0%	per application
Reimbursement Agreement	Charge Hourly	Charge Hourly			
Driveway Approach Encroachment Permit					Encroachment Permit Fee +Fees Listed
Residential	$565.00	$585.00	$20.00	3.5%	
Commercial	$730.00	$760.00	$30.00	4.1%	
Encroachment Permit Extension	$100.00	$125.00	$25.00	25.0%	per application
Engineering Services, Other	$125.00	$150.00	$25.00	20.0%	
Erosion Control Annual Review	$385.00	$400.00	$15.00	3.9%	per year
Erosion Control Inspection:					
0-1,000 CY	$260.00	$270.00	$10.00	3.8%	
1,001-10,000 CY	$260.00	$550.00	$290.00	111.5%	
10,001-50,000 CY	$505.00	$880.00	$375.00	74.3%	
50,001-100,000 CY	$1,360.00	$2,000.00	$640.00	47.1%	
Over 100,001 CY	$2,645.00	$2,900.00	$255.00	9.6%	
Erosion Control Plan Review:					
0-1,000 CY	$235.00	$245.00	$10.00	4.3%	
1,001-10,000 CY	$235.00	$520.00	$285.00	121.3%	
10,001-50,000 CY	$420.00	$840.00	$420.00	100.0%	
50,001-100,000 CY	$1,345.00	$1,940.00	$595.00	44.2%	
Over 100,001 CY	$2,055.00	$2,670.00	$615.00	29.9%	
Final Parcel Map Checking	$9,120.00	$10,500.00	$1,380.00	15.1%	
Final Tract Map Checking					
5-25 Lots	$9,120.00	$9,700.00	$580.00	6.4%	+ $170 per lot
26-50 Lots	$13,455.00	$13,500.00	$45.00	0.3%	+ $130 per lot
51-100 Lots	$16,985.00	$18,000.00	$1,015.00	6.0%	+ $110 per lot
> 100 Lots, each additional	$23,335.00	$24,350.00	$1,015.00	4.3%	+ $6,350 each additional 100 lots
Final Map Amendment	$1,110.00	$1,500.00	$390.00	35.1%	
Landscape Plan Check Review					25% of original plan review fee ($15 minimum per review)
$1-$25,000	$155.00	$0.00	-$155.00	-100.0%	+4% CV
$25,000-$50,000	$1,545.00	$0.00	-$1,545.00	-100.0%	+4% CV
$50,000-$150,000	$3,320.00	$0.00	-$3,320.00	-100.0%	+3% CV
$150,001+	$6,660.00	$0.00	-$6,660.00	-100.0%	+3% CV
Landscape Inspection Fees					
$1-$25,000	$125.00	$0.00	-$125.00	-100.0%	+ 4.5% CV
$25,000-$50,000	$1,650.00	$0.00	-$1,650.00	-100.0%	+4% CV
$50,000-$150,000	$4,285.00	$0.00	-$4,285.00	-100.0%	+3.5% CV
$150,001+	$7,995.00	$0.00	-$7,995.00	-100.0%	+3% CV
Front Yard Landscape Plan Check/Inspection	$710.00	$1,105.00	$395.00	55.6%	per application, + $100 per lot
Geotechnical Study Review					
Complex Study	Charge Hourly	Charge Hourly			Actual Staff Costs
Single Family Residential:					
1-4 Lots	$280.00	$400.00	$120.00	42.9%	
5 + Lots	$575.00	$900.00	$325.00	56.5%	
Commercial:					
Less Than 1 Acre					
0-5 Acres	$1,235.00	$1,855.00	$620.00	50.2%	
5-20 Acres	$2,780.00	$3,185.00	$405.00	14.6%	acres
>20 Acres	Charge Hourly	Charge Hourly			
Grading Permit	$125.00	$0.00	-$125.00	-100.0%	
Grading Plan Check Fee:					
0-50 CY	$615.00	$0.00	-$615.00	-100.0%	
0-1,000 CY	$615.00	$650.00	$35.00	5.7%	+ $110 per 100 CY over 100 CY
1,001-10,000 CY	$1,700.00	$1,750.00	$50.00	2.9%	+ $180 per 1,000 CY over 1,000 CY
10,001-50,000 CY	$3,470.00	$3,400.00	-$70.00	-2.0%	+ $120 per 1,000 CY over 10,000 CY
50,001-100,000 CY	$8,500.00	$8,500.00	$0.00	0.0%	+ $75 per 1,000 CY over 50,000 CY

ENGINEERING					
DESCRIPTION	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
Over 100,001 CY	$12,380.00	$12,400.00	$20.00	0.2%	+ $75 per 10,000 CY over 100,000 CY
Grading Inspection Fee					Grading Permit Fee + Fees Listed
0-50 CY	$505.00	$0.00	-$505.00	-100.0%	
0-1,000 CY	$505.00	$550.00	$45.00	8.9%	+ $130 per 100 CY over 100 CY
1,001-10,000 CY	$1,770.00	$1,780.00	$10.00	0.6%	+ $165 per 1,000 CY over 1,000 CY
10,001-50,000 CY	$3,300.00	$3,350.00	$50.00	1.5%	+ $105 per 1,000 CY over 10,000 CY
50,001-100,000 CY	$7,485.00	$8,500.00	$1,015.00	13.6%	+ $70 per 1,000 CY over 50,000 CY
Over 100,001 CY	$10,645.00	$12,200.00	$1,555.00	14.6%	+ $70 per 10,000 CY over 100,000 CY
Grant Of Easement Document Review	$1,110.00	$1,275.00	$165.00	14.9%	per application
Haul Route Permit	$355.00	$370.00	$15.00	4.2%	per application. Inspection - $60 per day
Inspection	$85.00	$60.00	-$25.00	-29.4%	
Hydrology/Hydraulic Study Review					
<3 hours	$460.00	$700.00	$240.00	52.2%	per study
>3 hours charged	Hourly Rates	Hourly Rates			Hourly Rates
Public Improvement / Landscape Inspection Fees					Encroachment Permit Fee + Fees Listed
$1-$25,000	$125.00	$225.00	$100.00	80.0%	+4.5% CV
$25,000-$50,000	$1,650.00	$1,700.00	$50.00	3.0%	+4% CV
$50,000-$150,000	$4,285.00	$4,300.00	$15.00	0.4%	+3.5% CV
$150,001+	$7,995.00	$8,100.00	$105.00	1.3%	+3% CV
Lien Agreement	Charge Hourly	Charge Hourly			
Lot Line Adjustment	$3,375.00	$4,000.00	$625.00	18.5%	
Lot Merger	$2,910.00	$3,470.00	$560.00	19.2%	
Plan Revision / As-Built Plans					
Minor	$460.00	$575.00	$115.00	25.0%	
Major	$1,235.00	$1,470.00	$235.00	19.0%	
Mapping Fee	$5.00	$50.00	$45.00	900.0%	+ $35 per parcel
LMD IQ Controller Review	Charge Hourly	Charge Hourly			+ Equipment Charges
Monitoring Well Encroachment Permit	$760.00	$790.00	$30.00	3.9%	
Monumentation Inspection	$270.00	$400.00	$130.00	48.1%	+ $121 per monument
Parade Permit Processing Fee:					
Residential	$565.00	$750.00	$185.00	32.7%	Encroachment Permit Fee + Fees Listed
Collector/Arterial Street	$2,055.00	$2,500.00	$445.00	21.7%	Encroachment Permit Fee + Fees Listed
Parkway Drain Encroachment Permit	$695.00	$750.00			Encroachment Permit Fee + Fees Listed
Public Improvement / Landscape Plan Check Fees					
$1-$25,000	$155.00	$250.00	$95.00	61.3%	+ 4% CV
$25,000-$50,000	$1,545.00	$1,550.00	$5.00	0.3%	+ 4% CV
$50,000-$150,000	$3,320.00	$3,350.00	$30.00	0.9%	+ 3% CV
$150,001+	$6,660.00	$6,700.00	$40.00	0.6%	+ 3% CV
Expedited Plan Check Fee	135% x Standard Fee	135% x Standard Fee			
Plan Imaging	$5.00	$5.00	$0.00	0.0%	per sheet
Redundant/Overtime Inspection					
Overtime Inspection	with a 2 hour minimum on weekdays and 4 hours minimum on weekends/nights/holidays	with a 2 hour minimum on weekdays and 4 hours minimum on weekends/nights/holidays			with a 2 hour minimum on weekdays and 4 hours minimum on weekends/nights/holidays
Redundant Inspection	Charge Hourly Rates	Charge Hourly Rates			per hour
Right-Of-Way Vacation	$670.00	$2,650.00	$1,980.00	295.5%	per application. + Charge Hourly Basis
Resident Change of Address	$295.00	$410.00	$115.00	39.0%	
Street Name Change	Charge Hourly Rates	Charge Hourly Rates			
Seismic/Fault Rupture Study Review	$1,545.00	$530.00	-$1,015.00	-65.7%	Admin processing + outside costs
Sewer Area Study Review	$615.00	$660.00	$45.00	7.3%	
Sewer Lateral Saddle Connection Inspection	$1,140.00	$1,435.00	$295.00	25.9%	Encroachment Permit Fee + Fees Listed
Sidewalk Encroachment Permit					
0-50 LF	$225.00	$0.00	-$225.00	-100.0%	
>50 LF, each additional	$30.00	$0.00	-$30.00	-100.0%	
Signing & Striping Traffic Plan Review					per plan
2 sheets (min)	$1,320.00	$1,790.00	$470.00	35.6%	
>2 sheets	$140.00	$200.00	$60.00	42.9%	+ each additional sheet
Street Striping Traffic Inspection					
Minor	$635.00	$915.00	$280.00	44.1%	
Major	$1,185.00	$1,750.00	$565.00	47.7%	
Street Lighting Inspection					Encroachment Permit Fee + Fees Listed
1-12 Lights	$1,035.00	$1,075.00	$40.00	3.9%	
13-25 Lights	$1,760.00	$1,825.00	$65.00	3.7%	
26-50 Lights	$2,860.00	$2,970.00	$110.00	3.8%	
51-100 Lights	$4,130.00	$4,285.00	$155.00	3.8%	

ENGINEERING					
DESCRIPTION	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
100+ Lights	$6,690.00	$6,945.00	$255.00	3.8%	
Street Lighting Plan Review					
1-12 Lights	$900.00	$935.00	$35.00	3.9%	
13-25 Lights	$1,395.00	$1,450.00	$55.00	3.9%	
26-50 Lights	$2,295.00	$2,380.00	$85.00	3.7%	
51-100 Lights	$3,600.00	$3,735.00	$135.00	3.8%	
100+ Lights	$5,245.00	$5,445.00	$200.00	3.8%	
Street Patch Encroachment Permit					Encroachment Permit Fee + Fees Listed
0-100 SF	$330.00	$585.00	$255.00	77.3%	
101-200 SF	$225.00	$765.00	$540.00	240.0%	Flat Base Fee
>200 SF	hourly rate	hourly rate			
Street Trench Encroachment Permit					Encroachment Permit Fee + Fees Listed
0-50 LF	$330.00	$765.00	$435.00	131.8%	
51-100 LF	$420.00	$850.00	$430.00	102.4%	
101-200 LF	$470.00	$945.00	$475.00	101.1%	
201-300 LF	$520.00	$1,030.00	$510.00	98.1%	
Over 300+ LF - Charge Hourly Rates	hourly rate	hourly rate			
Subdivision Improvement Agreement					
Extension	$500.00	$0.00	-$500.00	-100.0%	
Supplemental Plan Review					
Per Study Plan	$460.00	$475.00	$15.00	3.3%	
> 3 hrs	hourly rates	hourly rates			
Temporary Encroachment Permit	$235.00	$265.00	$30.00	12.8%	
Traffic Control Plan Review					
2 sheets (min)	$1,320.00	$1,580.00	$260.00	19.7%	per plan
>2 sheets, each additional	$140.00	$200.00	$60.00	42.9%	+ each additional sheet
Traffic Control Inspection (Non-Eng)					
Commercial & Utility permits only	$55.00	$60.00	$5.00	9.1%	per day
Traffic Control Inspection (Eng)	$110.00	$115.00	$5.00	4.5%	per day
Traffic Control Signal Flash					
Minor	$310.00	$500.00	$190.00	61.3%	
Major	hourly rate	hourly rate			
Traffic Signal Plan Review	$2,545.00	$3,000.00	$455.00	17.9%	
Traffic Signal Modification Plan Review	$2,545.00	$3,000.00	$455.00	17.9%	
Traffic Study LOS Review 4 or less intersections	$3,970.00	$5,000.00	$1,030.00	25.9%	per study
Traffic Study LOS Review 5 or more intersections	$7,420.00	$9,000.00	$1,580.00	21.3%	per study
Traffic Study VMT	$6,850.00	$1,500.00	-$5,350.00	-78.1%	Admin processing + outside costs
Traffic Signal Inspection	Charge Hourly	Charge Hourly			
Tree Tagging Fee					T&M
Wireless Small Cell Ministerial Review	$1,700.00	$1,765.00	$65.00	3.8%	per application. Verified by Detailed level of effort study
Industrial Waste Annual Inspection	$475.00	$495.00	$20.00	4.2%	per inspection
Industrial Waste Reinspection	$210.00	$220.00	$10.00	4.8%	per inspection
Industrial Waste Reinstatement	$180.00	$185.00	$5.00	2.8%	per reinstatement plus Code
New Industrial Waste Inspection	$320.00	$330.00	$10.00	3.1%	per permit
Street Light Energy Cost Transfer to District	$495.00	$660.00	$165.00	33.3%	per district
VMT Impact Analysis	$620.00	$2,600.00	$1,980.00	319.4%	Admin costs ($600) + Consultant Fees
VMT Per Capita Over Threshold	$270.00	$280.00	$10.00	3.7%	
(Permanent) Encroachment / Utility / Grading Permit (To add to all permits)	$110.00	$190.00	$80.00	72.7%	
Traffic Scoping Memo	$0.00	$1,060.00	$1,060.00	100.0%	
Trip Generation Memo	$0.00	$530.00	$530.00	100.0%	
Pass-Through Fee	$0.00	$0.00	$0.00	0.0%	Consultant T&M + 10% Admin Charges
Pre-application / Completeness (DAB) Fee	$0.00	$600.00	$600.00	100.0%	
In-Lieu Fee (Infrastructure)	$0.00	$0.00	$0.00	100.0%	T&M
Construction Impact Fee	$0.00	$0.00	$0.00	0.0%	per truck mile
No Cut Moratorium	$0.00	$0.00	$0.00	100.0%	T&M

FINANCE					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Application For Assessment	$518.00	$537.75	$19.75	3.8%	plus $30.00 per divided parcel
Assessment District Formation Fees	Variable	Variable			
Assessment District Payoff	$230.25	$239.00	$8.75	3.8%	*per payoff
**For Assessment Districts Formed After January 1, 1987*					
Credit Card Convenience Fee	$0.03	$0.03	$0.00	0.0%	Per Government Code Section 6159 (h).
NSF Check Processing:					
First Returned Check	$28.75	$29.75	$1.00	3.5%	
Each Subsequent Returned Check	$40.50	$42.00	$1.50	3.7%	
Tender Of Bonds Fees:					
Tender Of Bonds In Payment Of Assessments	$575.50	$597.25	$21.75	3.8%	*plus minimum $550.00; total minimum $1,050.00
Tender Of Bonds In Payment Of Assessments					
Following a Foreclosure Sale	$575.50	$597.25	$21.75	3.8%	*plus minimum $550.00; total minimum $1,050.00
*Per revised tender policies approved by Council on July 10, 2002, $500 City fee per tender per assessment district, plus NBS fee per tender, per assessment district of 1% of bond tender amount, plus $500 for tenders of $20,000 or less, plus $1,000 for tenders of $25,000 or more, plus $100 per parcel after 3 parcels					

GIS					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
GIS Processing Fees will be applied to items within the following sections and ordinance to develop, monitor, and manage the City's					
GIS system:					
Building & Safety					
All permitting, plan checking, inspection, and processing fees adopted by City Ordinance or this section	5% of total fee	5% of total fee			
Business Permits					
a. Application for permit	5% of total fee	5% of total fee			
b. Annual renewal of permit	5% of total fee	5% of total fee			
Engineering					
All engineering fees and traffic plan reviews adopted by City ordinance or this section	5% of total fee	5% of total fee			
Planning					
All planning fees adopted by City Ordinance or this section	5% of total fee	5% of total fee			
Custom GIS Data Sets	$24.50	$45.75	$21.25	86.7%	per 1/4 hour
GIS Data Creation	$24.50	$45.75	$21.25	86.7%	per 1/4 hour

HOUSING					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Rent Control					
Mobile home Space Rent Control Registration Fee	$6.00	$6.00	$0.00	0.0%	Annual per space under Rent Control
Mobile Home Rent Increase Applications And Appeals Filing Fee					
Fee For Appeal to Hearing officer	$3,453.00	$3,584.00	$131.00	3.8%	Initial Deposit*
**Initial Deposit Must Be Concurrently Paid By the Appellant With the Filing of the appeal and unused portion will be refunded following the Hearing Officer's final decision on the appeal. The appellant(s) shall be required to submit additional deposit(s) to the City based on estimates provided by the Hearing Officer and City Staff within five days of notification by the Department of Neighborhood Services of any additional estimated costs. If the Park Owner and Park Resident(s) both file an appeal of the board's decision (regardless of whom files the appeal first), the required deposit(s) shall be split equally between the appealing parties. The Hearing Officer may include an award of costs and expenses to the successful party on the appeal in accordance with PMC 5.44.100(D)*					
Filing Fee For Application For Special	$3,453.00	$3,584.00	$131.00	3.8%	Initial Deposit*
Rent Increase					
**Initial deposit must be paid by the Park Owner concurrently with the filing of the special rent increase application. Any unused portion will be refunded following the board's final decision. The Applicant shall also be required to submit additional deposit(s) (determined based on staff estimates) prior to commencement of the Board's Hearing on the application.*					

PARK & RECREATION					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Definitions:					
1. Agencies with proof of Internal Revenue Code IRC 501 (c) (3) (4) (5) and (6) are considered non-profits.					
2. Commercial use is defined as an event held for the purpose of generating monetary gain for the event sponsor(s).					
3. Direct program costs are exclusively incurred as a result of the program and are frequently variable, adjusting as program participation varies. Direct cost examples include part-time personnel, supplies, contract services and equipment. DryTown direct costs include the preceding expenses in addition to: full-time salaries, park utilities and equipment.					
4. Indirect program costs that are shared among several programs and are necessary to execute general day-to-day operations. Indirect cost examples include personnel overhead, utilities and custodial expenses. Indirect costs are not considered as fees and charges are determined.					
Policies					
1. Non-profit with verifiable status of IRC 501 (c) (3) (4) (5) or (6) are eligible for a 25% facility reservation rate reduction. Unless otherwise specified, facility reservation fees that are eligible for a rate reduction are noted by an *. Rate reductions do not apply to personnel fees, facility deposits or equipment rental. Similarly, program fees for non-residents will increase 25% and DryTown admission fees for non-residents will increase 15%. Services subject to non-resident increase are noted by an **.					
2. Unless otherwise specified, the rate for use of facilities for commercial purposes shall be charged at 200% of the hourly reservation fee, in addition to 5% gross admission ticket sales and gross alcohol sales. These fees may be reduced or waived if the applicant can demonstrate that residents of the City of Palmdale benefit from the use of facilities or the services being provided.					
3. Unless otherwise specified, set-up and clean-up charges are comprised of applicable facility hourly reservation rates.					
4. Park parking lots are generally not available for exclusive use reservations. If exclusivity can be accommodated and if parking fees are charged by the renter, 25% of parking fees collected are to be paid to the City.					
5. Parks & Recreation program and service fees are established by following specified cost recovery policies. Fees and charges are determined by identifying direct costs if providing services and apply the cost recovery goals stated below. Direct program costs are referenced in the definitions section. It is widely accepted that park and recreation systems are publicly financed, and therefore offer free or affordable services. The level of program subsidy will be based on an assessment of the community or social benefit, local market and economic conditions. As services have a greater appeal to individuals or groups of individuals, it is appropriate to charge fees for the services at an increasing rate of cost recovery. Cost recovery target categories include: Community Benefit/Access, free; Community Benefit, 0-25%; Balanced Beneficiaries, 25-50%; Substantial Individual Benefit, 50-75%; Exclusive Individual Benefit, 75-100%. Cost recovery categories are further defined in Exhibit L-1.					
General Fees					
1. Unless otherwise specified, a special event application processing fee of $250 may be charged for staff services required to process the application, which may include coordination with other City departments, or State and County government agencies. The fee is non-refundable and does not guarantee approval of the application.					
2. Unless otherwise specified, fees for personnel shall be calculated at hourly rate for staff wages, plus 45% for full-time benefits or 15% for part-time benefits and a 25% administrative fee. Unless the use warrants otherwise, staff will be scheduled to be on-site one-half hour before and after use. All personnel charges are a two-hour minimum.					
Barrel Springs Equestrian Arena					
Administrative Fee	$28.75	$29.75	$1.00	3.5%	
Arena Use Fee					
Profit events, full day	$144.00	$149.50	$5.50	3.8%	per day
Profit events, half day (6-hours or less)	$80.75	$83.75	$3.00	3.7%	
Overnight Camping	$11.75	$12.25	$0.50	4.3%	per vehicle
Commercial/For-profit event	$287.75	$298.75	$11.00	3.8%	
* Basketball Court					
Basketball Court	$22.00	$22.75	$0.75	3.4%	Per hour
Basketball Court with Lighting	$27.75	$28.75	$1.00	3.6%	Per hour
* Chimbole Cultural Center					
During posted facility operating hours, room rental rates are waived for IRC 501 (C) (3) (4) (5) and (6) non-profits.					
Ballroom - rehearsals, setup and cleanup	$82.00	$85.00	$3.00	3.7%	Per hour
Ballroom - with kitchen and stage	$225.75	$234.25	$8.50	3.8%	Per hour
Ballroom - with kitchen or stage	$215.00	$223.25	$8.25	3.8%	Per hour
Champagne Fountain	$40.75	$42.25	$1.50	3.7%	per day
Coffee Pot (30-cup)	$14.00	$14.50	$0.50	3.6%	per day per pot
Coffee Pot (100-cup)	$23.00	$23.75	$0.75	3.3%	per day per pot
Concert Grand Piano	$172.75	$179.25	$6.50	3.8%	per hour
Dance Floor	$217.75	$226.00	$8.25	3.8%	per day
Microphones	$36.75	$38.25	$1.50	4.1%	per day
Piano Tuning	$25.50	$26.50	$1.00	3.9%	plus cost of tuning
Projections System	$345.25	$358.25	$13.00	3.8%	per day
Security Deposit					
Birthday celebrations for minors	$833.25	$865.00	$31.75	3.8%	
Downstairs parties	$160.00	$166.00	$6.00	3.8%	
No alcohol	$461.50	$479.00	$17.50	3.8%	
Serving alcohol	$833.25	$865.00	$31.75	3.8%	
Sound System	$123.25	$128.00	$4.75	3.9%	per day
Spotlight	$46.00	$47.75	$1.75	3.8%	per day
Table service					
50-100 guests	$230.50	$239.25	$8.75	3.8%	plus $21 per hour for staffing
101-200 guests	$287.75	$298.75	$11.00	3.8%	plus $21 per hour for staffing
201-300 guests	$345.25	$358.25	$13.00	3.8%	plus $21 per hour for staffing
Television with VCR/DVD	$57.75	$60.00	$2.25	3.9%	per day
Joshua Room	$54.00	$56.00	$2.00	3.7%	Per hour
Lilac Room	$54.00	$56.00	$2.00	3.7%	Per hour
Manzanita Room	$204.00	$211.75	$7.75	3.8%	Per hour
Primrose Room	$54.00	$56.00	$2.00	3.7%	Per hour
Poncitlan Conference Room	$54.00	$56.00	$2.00	3.7%	Per hour
*** Desert Sands Park**					
Community Building	$43.75	$45.50	$1.75	4.0%	Per hour
Concession stand	$11.75	$12.25	$0.50	4.3%	per hour
Electricity Outside	$15.00	$15.50	$0.50	3.3%	per hour
Pavilion - 50 guests or less	$43.75	$45.50	$1.75	4.0%	per hour
Pavilion - 51+ guests	$57.75	$60.00	$2.25	3.9%	per hour
Security Deposit	$160.00	$166.00	$6.00	3.8%	
Drytown Water Park					
Park Buyout - In Season					3 hours
500 guests or less	$6,895.00	$7,157.00	$262.00	3.8%	

PARK & RECREATION					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
501-1,500 guests	$6,895.00	$7,157.00	$262.00	3.8%	plus $4.00 per person
Park Buyout - Out of Season					
500 guests or less	$259.00	$268.75	$9.75	3.8%	per hour plus expenses
501-750 guests	$316.50	$328.50	$12.00	3.8%	per hour plus expenses
751-1,000 guests	$403.00	$418.25	$15.25	3.8%	per hour plus expenses
Security Deposit	$1,150.75	$1,194.50	$43.75	3.8%	
Pavilion	$86.50	$89.75	$3.25	3.8%	7 hours daily
Pavilion area-2 pavilions	$172.75	$179.25	$6.50	3.8%	7 hours daily
Pavilion area-3 pavilions	$247.50	$257.00	$9.50	3.8%	7 hours daily
Luma Tube Rental	$10.75	$11.25	$0.50	4.7%	3 hours daily
Lounge Cabana Rental	$44.25	$46.00	$1.75	4.0%	7 hours daily
Cabana Rental	$88.75	$92.00	$3.25	3.7%	7 hours daily
Locker	$8.00-$12.00	$8.25-$12.50	$0.00	3.8%	75-100%
*** Legacy Commons**					
Facility provides services to seniors who are 55 years of age and older; during facility operating hours reserved use is not permitted.					
Activity Room 1, 2, or 3	$43.75	$45.50	$1.75	4.0%	per hour
Auditorium	$102.50	$106.50	$4.00	3.9%	per hour
Auditorium & Nutrition Hall with Kitchen and stage	$215.00	$223.25	$8.25	3.8%	per hour
Coffee Pot (42-cup)	$14.00	$14.50	$0.50	3.6%	per day
Coffee Pot (100-cup)	$23.00	$23.75	$0.75	3.3%	per day
Nutrition Hall	$48.50-$104	$50.25-108	$0.00	3.8%	per hour
Overhead projector with screen	$83-$145.50	$86.25-$151	$0.00	3.8%	per day
Patio	$43.75	$45.50	$1.75	4.0%	per hour
Security Deposit					
Activity Room or patio use	$160.00	$166.00	$6.00	3.8%	per hour
Auditorium & Nutrition Hall - no alcohol	$461.50	$479.00	$17.50	3.8%	
Birthday celebrations for minors	$833.25	$865.00	$31.75	3.8%	
Serving alcohol	$1 - $32.25	$1 - $33.50	$0.00	3.8%	
Setup/teardown of Auditorium and Nutrition Hall	$82.00	$85.00	$3.00	3.7%	per hour
Sound System with one microphone	$121.25	$125.75	$4.50	3.7%	per day
Television with DVD (activity room only)	$57.75	$60.00	$2.25	3.9%	per day
*** Marie Kerr Park**					
Community Building	$43.75	$45.50	$1.75	4.0%	per hour
Security Deposit	$160.00	$166.00	$6.00	3.8%	
Mobile Platform Stage					
4' x 8' Sections	$203.00	$210.75	$7.75	3.8%	each
Category 1: Palmdale Fire, Sheriff, Schools, and Chamber of Com	$336.25	$349.00	$12.75	3.8%	per day
Category 2: Palmdale based 501(c)(3) non-profits	$671.00	$696.50	$25.50	3.8%	per day
Category 3; Palmdale businesses and individuals	$1,346.50	$1,397.75	$51.25	3.8%	per day
Category 4: Non-Palmdale residents, groups, business organizations, and government agencies - both profit or non-profit	$2,014.25	$2,090.75	$76.50	3.8%	per day
Stage skirt	$100.50	$104.25	$3.75	3.7%	
Overnight Parking					
Convenience Fee	$64.75	$67.25	$2.50	3.9%	
Parking (self-contained only)	$25.50	$26.50	$1.00	3.9%	per vehicle
Palmdale Amphitheater					
Facility Use Application	$287.75	$298.75	$11.00	3.8%	
Grand Use - 3,001 - 10,000 patrons					fees based on 12-hour period, subject to per hour charge thereafter plus expenses
Commercial	17,262.25	17,918.25	656.00	3.8%	
IRC 501 (c)(3)(4)(5)(6) groups - advertised public event	5,754.00	5,972.75	218.75	3.8%	
IRC 501 (c)(3)(4)(5)(6) groups - private event	6,329.50	6,570.00	240.50	3.8%	
Security Deposit	$1,500.00 - $3,500.00 plus expenses	$1,560.00 - $3,630.00 plus expenses	$0.00	3.8%	
Small-medium use - 1,000 -3,000 patrons					4-hour minimum, subject to per hour charges thereafter
Commercial - private event	$403.00	$418.25	$15.25	3.8%	per hour plus expenses
Commercial-public event	$345.25	$358.25	$13.00	3.8%	per hour plus expenses
IRC 501 (c)(3)(4)(5)(6) groups - advertised public event	$259.00	$268.75	$9.75	3.8%	per hour plus expenses
IRC 501 (c)(3)(4)(5)(6) groups - private event	$287.75	$298.75	$11.00	3.8%	per hour plus expenses
Security Deposit	$250.00-$1,000, without equipment rental	$260.00-$1,040, without equipment rental	$0.00	3.8%	
Traffic Support for Events: 1 road board, signal reprogramming, set-up and removal of roadway cones	$1,244.00	$1,291.25	$47.25	3.8%	per event day
Palmdale Playhouse					
Classroom Rental (available for use when renting theater)					
Commercial	$52.00	$54.00	$2.00	3.8%	per hour
Non-profit	$40.75	$42.25	$1.50	3.7%	per hour
Concert Piano	$230.50	$239.25	$8.75	3.8%	per day
Theatrical Equipment (as available)	$55.00-$120.00	$57.00-$125.00	$0.00	3.8%	per use
Follow Spot Rental	$34.75	$36.00	$1.25	3.6%	per spot per day
Marley Floor	$55.50	$57.50	$2.00	3.6%	
Application Fee	$54.25	$56.25	$2.00	3.7%	
Lavalieres	$28.75	$29.75	$1.00	3.5%	each, per day
Monitor Mixing	$172.75	$179.25	$6.50	3.8%	Up to 8 mixes, must include monitor engineer
Multi-media projector	$86.50	$89.75	$3.25	3.8%	per day
Non-Theatrical Rental					6 hours
Catering/cleaning fee	$172.75	$179.25	$6.50	3.8%	
Security Deposit	$575.50	$597.25	$21.75	3.8%	
Theatre rental (commercial)	$834.50	$866.25	$31.75	3.8%	includes labor costs
Theatre rental (non-profit)	$690.75	$717.00	$26.25	3.8%	includes labor costs
Piano Tuning	$175.00	$181.75	$6.75	3.9%	House tuner
Studio Piano	$57.75	$60.00	$2.25	3.9%	per day
Theatre Rental					6 hours

PARK & RECREATION					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Catering/Cleaning Fee	$172.75	$179.25	$6.50	3.8%	
Commercial	$1,208.50	$1,254.50	$46.00	3.8%	includes labor costs
Non-profit	$1,122.50	$1,165.25	$42.75	3.8%	
Security Deposit	$1,150.75	$1,194.50	$43.75	3.8%	
*** Park Event Open Space**					
150' x 150'	$89.75	$93.25	$3.50	3.9%	per hour
300' x 300'	$179.75	$186.50	$6.75	3.8%	per hour
Security Deposit	$250-$1,000	$260-$1,040	$0.00	3.8%	$250-$1,000
Walk/Run	$115.25	$119.75	$4.50	3.9%	500 or less
Walk/Run, 501+	$287.75	$298.75	$11.00	3.8%	501 +
*** Library**					
Printing and Photocopies					
Black and White	$0.10	$0.15	$0.05	50.0%	per page
Color	$0.25	$0.30	$0.05	20.0%	per page
Other Fees					
Damaged Item	$2.00	$2.25	$0.25	12.5%	If repairable
Collection Agency	$10.25	$10.75	$0.50	4.9%	per customer/referral
Replacement Costs					
Lost Print and non-print item	$5.25	$5.50	$0.25	4.8%	Processing fee per item, + list price
Lost case (video or audio)	$2.00	$2.25	$0.25	12.5%	per item
Lost barcode	$2.00	$2.25	$0.25	12.5%	per barcode
Library card replacement	$2.00	$2.25	$0.25	12.5%	per card
Parkland Development Fees					
On July 1 each year, the referenced Park Development Impact Fees shall be adjusted by the Finance Director, based on the engineering					
news record index (ENRI). The Finance Director shall compute the percentage difference between ENRI on March 1 each year and the					
ENRI for the previous March 1 period. The new schedule of fees, as adjusted, shall be rounded to the nearest dollar and shall constitute					
the Parkland Development Impact Fee authorized by Chapter 3.34 of title three of the Palmdale Municipal Code, and shall be incorporated					
into this paragraph of the Fee Resolution at such time it is reinstated in its entirety, as amended.					
Single Family Dwelling Unit	$7,567.00	$7,854.50	$287.50	3.8%	per unit
Attached Dwelling Unit	$3,190.50	$3,311.75	$121.25	3.8%	per bedroom constructed. Capped at three bedroom maximum fee or $8,616)
Mobile Home Dwelling Unit	$5,290.75	$5,491.75	$201.00	3.8%	per unit
* Poncitlan Square					
Small Use - 100 or less patrons	$55.25	$57.25	$2.00	3.6%	per hour
Small Use with electricity - 100 or less patrons	$71.25	$74.00	$2.75	3.9%	per hour
*** Recreation Centers**					
Activity Room 1, 2, or 3	$43.75	$45.50	$1.75	4.0%	per hour, regular user
	$33.25	$34.50	$1.25	3.8%	per hour, non-profit user
Activity Room and Patio	$53.00	$55.00	$2.00	3.8%	per hour, regular user
	$39.75	$41.25	$1.50	3.8%	per hour, non-profit user
Additional Microphone	$36.75	$38.25	$1.50	4.1%	per day
Aerobic/Dance Studio	$43.75	$45.50	$1.75	4.0%	per hour
Chairs (gym only)	$41.75	$43.25	$1.50	3.6%	per day, $0.50 each additional chair
Gymnasium Floor Covering	$514.50	$534.00	$19.50	3.8%	per use
Gymnasium - Full Court (2-hour minimum)	$161.50	$167.75	$6.25	3.9%	per hour, regular user
	$121.25	$125.75	$4.50	3.7%	per hour, non-profit user
Gymnasium - Half Court (2-hour minimum)	$106.00	$110.00	$4.00	3.8%	per hour, regular user
	$79.50	$82.50	$3.00	3.8%	per hour, non-profit user
Gymnasium - Organized Youth League	$63.25	$65.75	$2.50	4.0%	per hour, non-profit user
Kitchen	$11.75	$12.25	$0.50	4.3%	per hour
Overhead Projector with Screen	$48.75	$50.50	$1.75	3.6%	per day
Security Deposit					
Gymnasium	$780.50	$810.25	$29.75	3.8%	
Activity Room	$160.00	$166.00	$6.00	3.8%	
Setup and teardown of gymnasium	$66.00	$68.50	$2.50	3.8%	per hour
Sound System with one microphone	$121.25	$125.75	$4.50	3.7%	per day, $32 additional microphone per day
Tables (gym only)	$1.50	$1.75	$0.25	16.7%	per table per day
Television/DVD	$57.75	$60.00	$2.25	3.9%	per day
Volleyball Net	$94.50	$98.00	$3.50	3.7%	per day
*** Soccer Fields**					
Field Rental	$18.75	$19.50	$0.75	4.0%	per hour, per field
Lighting	$27.75	$28.75	$1.00	3.6%	per hour, per field
Lining	$115.25	$119.75	$4.50	3.9%	per field
Off season rate					
Palmdale organized youth soccer leagues					
Field	$10.50	$11.00	$0.50	4.8%	per hour
Field with lights	$15.00	$15.50	$0.50	3.3%	per hour
Season Rates					
Palmdale organized youth soccer leagues	$3.75	$4.00	$0.25	6.7%	per hour, per field, practices and games
Palmdale organized youth football leagues	$7.00	$7.25	$0.25	3.6%	per hour, per field, practices and games
Palmdale Organized youth or adult leagues	$18.75	$19.50	$0.75	4.0%	per hour, per field, practices and games
Security Deposit	$149.50	$155.25	$5.75	3.8%	per hour, per field
Set-up and Lining	$196.00	$203.50	$7.50	3.8%	per hour, per field
Tournaments					
Field	$15.00	$15.50	$0.50	3.3%	per hour, per field
Field with lights	$26.75	$27.75	$1.00	3.7%	per hour, per field
*** Softball Fields**					
Field lining and prepping	$46.00	$47.75	$1.75	3.8%	per field, per prep
Field Rental	$28.75	$29.75	$1.00	3.5%	per hour, per field
Field with Lights	$35.75	$37.00	$1.25	3.5%	per hour, per field

PARK & RECREATION					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Comments
Season Rates (games only)					
Palmdale organized youth leagues	$18.75	$19.50	$0.75	4.0%	
Tournaments					
Field Preparation	$46.00	$47.75	$1.75	3.8%	per field, per prep
Lighting	$14.00	$14.50	$0.50	3.6%	per field, per hour
Single field, full day or more than 6 hours	$172.50	$179.00	$6.50	3.8%	per day, per field, includes 1 staff per 2 fields
Single field 1/2 day or 6-hours or less	$92.25	$95.75	$3.50	3.8%	per day, per field, includes 1 staff per 2 fields
Security Deposit	$250.00	$259.50	$9.50	3.8%	per tournament
Temporary Outfield Fence (200')	$100.00	$103.75	$3.75	3.8%	per field
Swimming Pools					
School swim team use will be charged fees based upon the terms of the any current reciprocal use agreement.					
Private pool use - 2 hour minimum					
50 patrons or less	$93.25	$96.75	$3.50	3.8%	for 2 hours. $43.50 each additional hour.
Security Deposit, Swimming Pools	$149.50	$155.25	$5.75	3.8%	
School use or non-profit groups - 2 hour minimum					
50 swimmers or less	$65.75	$68.25	$2.50	3.8%	per hour
Swim Team Use					
Security Deposit, Swimming Pools	$149.50	$155.25	$5.75	3.8%	
Swim Team Practice					
Regular User	$7.00	$7.25	$0.25	3.6%	per hour/lane, 3 lane minimum
Non-profit user	$6.00	$6.25	$0.25	4.2%	per hour/lane, 3 lane minimum
Timing System	$52.00	$54.00	$2.00	3.8%	per hour
* Roller Hockey Rink					
Roller Hockey Rink	$52.00	$54.00	$2.00	3.8%	per hour
Roller Hockey Rink with lighting	$72.75	$75.50	$2.75	3.8%	per hour
* Skate Park					
Skate Park	$36.75	$38.25	$1.50	4.1%	per hour
* Tennis Courts					
Tennis Court (single)	$18.75	$19.50	$0.75	4.0%	per hour, $6 per hour for each additional court
Tennis Courts with Lighting	$24.50	$25.50	$1.00	4.1%	per hour, $10 per hour for each additional court
* Volleyball Court					
Volleyball Court	$18.75	$19.50	$0.75	4.0%	per hour
Volleyball Court with lighting	$26.75	$27.75	$1.00	3.7%	per hour
* Futsal/Mini-Pitch Court					
Small Court/ 5 v 5	$30.00	$31.25	$1.25	4.2%	per hour
Large Court/ 7 v 7	$40.00	$41.50	$1.50	3.8%	per hour
Public Art Fee					
1. Municipal Development, Cost of $500,000 or more					
a) >1% or $5K of CIP Construction. Contribution capped at $250K	$5,000.00	$5,000.00	$0.00	0.0%	Minimum Fee ($5K = $500K x 1%)
2. Private Development, Building Permit Valuation of $500,000 or more					
a) >.5% or $2.5K of Building Permit Valuation. Contribution capped at $250K	$2,500.00	$2,500.00	$0.00	0.0%	Minimum Fee ($2.5K = $500K x .5%)
3. Residential Development w/no Funding for Repairs and Maintenance					
a) In-lieu Contribution = to the Program Allocation					
An owner or developer, at its discretion, may place a Public Art In-Lieu Contribution in an amount equal to the program allocation. The contribution shall be paid prior to the issuance of a building permit of the project on the development site and will be capped at $250,000 for single construction projects.					
4. Phase Development					
a) Based on the total number of building permits applied for and does not include any withdrawn permit applications. If an owner or developer chooses to stagger the application of building permits in accordance with a phase schedule (e.g. multiple phases of a residential tract), the contribution shall be applicable to the total number of building permits applied per phase of development.					
5. Mixed-Use and Residential Projects - (5) or more Residential Units					
a) Contribution requirement applies					
6. Exemptions - Private Development					
a) Non-profit Housing and Affordable Housing Developments with at least 20% of the units set aside for households with					
incomes of 80% or less of Area Median Income (AMI) pursuant to Health & Safety Code 50093(C) and Accessory Structures.					
b) Mixed-Use and Residential Projects that create four (4) or less residential units					
7. Exemptions - Municipal Development					
a) Costs of non-construction-related activities such as studies, design, reports, leases, and easements; including, without limitation, activities in the City's capital improvement budget that are designated as non-construction.					
b) The cost of environmental review, whether or not it is related to a construction project.					
c) Sewer and drainage projects and other below-ground construction.					
d) Capital Improvement Program projects that are designated as maintenance in the City's CIP budget or designated as non- construction projects in the CIP budget, retrofits (e.g., seismic or those required to meet legal requirements such as compliance with the Americans with Disabilities Act); site remediation; acquisition or installation of furniture, fixtures, and equipment; and affordable housing projects.					
e) Nothing is intended to prohibit the City Manager, in conjunction with the submission and approval of the annual capital budgets of the City and subject to the approval of the City Council, from designating additional funds, subject to applicable restrictions, to be utilized for public art.					
f) Appropriations for purposes of acquiring public art in order to carry out the provisions of this ordinance shall comply with applicable funding source requirements. If the source of funding or other applicable law or regulation with respect to any particular project prohibits or restricts the use of funds for public art, the amount of funds prohibited or restricted shall be excluded in calculating the public art fee contribution.					

PARK & RECREATION					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Direct Cost Recovery Goal
**Recreation					
Staff Taught Class	$0.00	$26.00-$67.50			25-50%
**Youth Sports					
Girl's Softball	$91.00	$94.50	$3.50	3.8%	25-50%
Baseball	$91.00	$94.50	$3.50	3.8%	25-50%
Basketball	$78.00	$81.00	$3.00	3.8%	25-50%
Coaches Pitch	$80.25	$83.25	$3.00	3.7%	25-50%
T-Ball	$80.25	$83.25	$3.00	3.7%	25-50%
Volleyball	$70.50	$73.25	$2.75	3.9%	25-50%
Adaptive Sports	$53.50	$55.50	$2.00	3.7%	25-50%
**Adult Sports					
Basketball - Per Team	$850.75	$883.00	$32.25	3.8%	50-75%
Volleyball - Per Team	$417.50	$433.25	$15.75	3.8%	50-75%
Slow Pitch Softball - Per Team	$604.50	$627.50	$23.00	3.8%	50-75%
Kickball - Per Team	$604.50	$627.50	$23.00	3.8%	50-75%
Pickleball - Per Team	$54.00	$0.00	-$54.00	-100.0%	50-75%
Sports Program - Per Person	$26.75	$31.25-$62.25			50-75%
**Aquatics					
Jr. Lifeguard	$94.25	$97.75	$3.50	3.7%	25-50%
Lifeguard Academy	$149.75	$155.50	$5.75	3.8%	50-75%
Membership - Lap Swim (10PK)	$42.75	$42.75	$0.00	0.0%	0-25%
Membership - Lap Swim (20PK)	$75.00	$75.00	$0.00	0.0%	0-25%
Membership - Lap Swim (40PK)	$139.00	$139.00	$0.00	0.0%	0-25%
Recreation Swim (per session)	$3.25	$3.25	$0.00	0.0%	0-25%
Membership - Recreation Swim (10Pk)	$32.25	$32.25	$0.00	0.0%	0-25%
Membership - Recreation Swim (20Pk)	$48.25	$48.25	$0.00	0.0%	0-25%
Membership - Recreation Swim (40Pk)	$85.50	$85.50	$0.00	0.0%	0-25%
Membership - Senior Lap Swim (10PK)	$21.25	$21.25	$0.00	0.0%	0-25%
Membership - Senior Lap Swim (20PK)	$37.25	$37.25	$0.00	0.0%	0-25%
Membership - Senior Lap Swim (40PK)	$69.50	$69.50	$0.00	0.0%	0-25%
Novice Swim Team	$94.25	$97.75	$3.50	3.7%	50-75%
Swim Lesson - Adaptive Swim	$55.50	$55.50	$0.00	0.0%	0-25%
Swim Lesson - Adult Swim	$55.50	$55.50	$0.00	0.0%	0-25%
Swim Lesson - Level 1	$55.50	$55.50	$0.00	0.0%	0-25%
Swim Lesson - Level 2	$55.50	$55.50	$0.00	0.0%	0-25%
Swim Lesson - Level 3	$55.50	$55.50	$0.00	0.0%	50-75%
Swim Lesson - Level 4	$55.50	$55.50	$0.00	0.0%	50-75%
Swim Lesson - Level 5	$55.50	$55.50	$0.00	0.0%	50-75%
Swim Lesson - Parent/Child	$25.75	$25.75	$0.00	0.0%	0-25%
Swim Lesson - Preschool	$55.50	$55.50	$0.00	0.0%	0-25%
Swim Lesson - Private Swim	$87.75	$87.75	$0.00	0.0%	75-100%
Water Exercise	$48.25	$50.00	$1.75	3.6%	50-75%
Special Events					
Discounts & Promos	0-25%	0-25%			-
Vendor Booth Fee	Free - $520.00	Free - $540.00			75-100%
Electricity	$28.00	$29.00	$1.00	3.6%	75-100%
Vendor Commission Fee	0-25%	0-25%			75-100%
Beverage Sales	50%-200% Mark-up	50%-200% Mark-up			75-100%
General Admission - Movie Night	$4.50	$4.75	$0.25	5.6%	0-25%
General Admission - Movie Night (12 & under)	Free	Free	Free	Free	0-25%
Premium Seating - Movie Night	$0.00	$52.00-$155.75			0-25%
General Admission - Fireworks	$5.50	$5.75	$0.25	4.5%	0-25%
General Admission - Fireworks (12 & under)	Free	Free			0-25%
General Event Adminssion	$0.00	$2.00-$26.00			0-25%
Headliner Concert - General Admission	$15.50-$46.75	$16.00-$77.75			25-50%
Headliner Concert - Preferred Seating	$26.00-$57.00	$26.00-$104.00			25-50%
Headliner Concert - Standing Room	$36.00-$67.00	$37.00-$130.00			25-50%
Group Seating Package	$100.00-$850.00	$104.00-$1,246.00			25-50%
Regional Concert - General Admission	$5.25-$15.50	$5.50-$26.00			0-25%
Regional Concert - Preferred Seating	$10.25-$20.75	$10.75-$41.50			0-25%
Regional Concert - Standing Room	$15.50-$26	$16.00-$52.00			0-25%
DryTown Water Park					
Discounts & Promos	0-25%	0-25%			-
**Season Pass - Limited, Excluding weekends, Holidays & Special Events	$89.00	$92.50	$3.50	3.9%	75-100%
**Season Pass - All Access	$109.00	$113.25	$4.25	3.9%	75-100%
**Season Pass Limited Weekend Daily Admission	$12.00	$12.50	$0.50	4.2%	75-100%
**Admission - Season Pass Under 2	Free	Free			75-100%
**Admission - 48" and over	$30.00-$35.00	$31.25-$36.25			75-100%
**Admission - Under 48"	$25.00-$30.00	$26.00-$31.25			75-100%
**Admission - Senior (65+)	$25.00-$30.00	$26.00-$31.25			75-100%
Admission - Military (including family members)	$22.00-$25.00	$22.75-$26.00			75-100%
Admission - Non-Swimmer	$11.00	$11.50	$10.00	4.5%	75-100%
Admission - Under 2	Free	Free			75-100%
Admission - Caregiver	Free	Free			75-100%
Admission - Sundown	$17.00	$17.75	$0.75	4.4%	75-100%
Admission - Special Event	$20.00	$20.75-$36.25			75-100%
Admission - Family Glow Night	$20.00	$20.75	$0.75	3.8%	75-100%
Group Rate (20+ People)/ Person	$22.00-$25.00	$22.75-$26.00			75-100%
Party Package - Bonanza (45 people)	$1,299.00-$1,499.00	$1,348.25-$1,556.00			75-100%
Party Package - Eureka (30 people)	$919.00-$1,049.00	$954-$1,088.75			75-100%
Party Package - Gold Nugget (30 people)	$489.00-$579.00	$507.50-$601.00			75-100%
Party Package - Additional Guest/ Person	$22.00-$25.00	$22.75-$26.00			75-100%
General Store - Non-taxable	50%-200% Mark-up	50%-200% Mark-up			75-100%
General Store - Taxable	50%-200% Mark-up	50%-200% Mark-up			75-100%
Locker	$8.00-$12.00	$8.25-$12.50			75-100%
Cabana Package (admission for 6, cabana and water)	$299.00-$329.00	$310.25-$341.50			75-100%

PARK & RECREATION					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	Direct Cost Recovery Goal
Lounge Cabana Package (admission for 4, cabana & water)	$159.00-$179.00	$165.00-$185.75			75-100%
Palmdale Playhouse					
Discounts & Promos	0-25%	0-25%			-
Contracted Performance Admission	$5.25-$207.75	$5.50-$215.75			25-50%
Performance Admission	$5.25-31.00	$5.50-32.25			25-50%
**All About Theatre	$48.50-$104	$50.25-$108.00			0-25%
**The Theatre Experience	$83.00-$145.50	$86.25-$151.00			25-50%
Concession Items	50%-200% Mark-up	50%-200% Mark-up			75-100%
Santa Claus Visit	$5.50	$5.75	$0.25	4.5%	0-25%
**Theatre Camp, Junior (9-11)	$157.00	$163.00	$6.00	3.8%	25-50%
**Summer Theatre Experience Camp (12-17)	$280.00	$290.75	$10.75	3.8%	25-50%
Fitness Walk T-shirt (event is free, t-shirt optional)	$8.50	$8.75	$8.00	2.9%	25-50%
Bus excursion admission (transportation is free)	$1.00-$32.25	$1.00-$33.50			25-50%
Transaction Fees - Per Contract Terms					
Admission/Product Value - $0.01 - $5.00	$0.75	$0.75	$0.00	0.0%	75-100%
Admission/Product Value - $5.01 - $10.00	$1.00	$1.00	$0.00	0.0%	75-100%
Admission/Product Value - $10.01 - $30.00	$1.50	$1.50	$0.00	0.0%	75-100%
Admission/Product Value - $30.01 - $40.00	$2.25	$2.25	$0.00	0.0%	75-100%
Admission/Product Value - $40.01 - $50.00	$3.25	$3.25	$0.00	0.0%	75-100%
Admission/Product Value - $50.01+	$5.00	$5.00	$0.00	0.0%	75-100%
Merchant Processing Fee	3.25%	3.25%	$0.00	0.0%	75-100%

PUBLIC WORKS					
DESCRIPTION	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
Amargosa Drainage Fees					
Commercial and Industrial Development	$25,939.50	$26,925.25	$985.75	3.8%	per acre
Multi-Family Residential Development	$2,600.75	$2,699.50	$98.75	3.8%	per dwelling
Single Family Residential Development	$5,052.00	$5,244.00	$192.00	3.8%	per dwelling
Anaverde Drainage Fees					
Commercial and Industrial Development	$13,153.75	$13,653.50	$499.75	3.8%	per acre
Multi-Family Residential Development	$2,497.25	$2,592.25	$95.00	3.8%	per dwelling
Single Family Residential Development	$4,960.00	$5,148.50	$188.50	3.8%	per dwelling
Big Rock Drainage Fees					
Commercial and Industrial Development	$25,364.00	$26,327.75	$963.75	3.8%	per acre
Fire Facility Impact Fees					
Land Use Category Fees	$1.00	$1.20	$0.20	20.0%	per sq. ft.
General Public Facility Dwelling Unit					
Single Family Dwelling Unit	$1,944.75	$2,018.75	$74.00	3.8%	per unit
Duplex or triplex dwelling unit	$1,116.25	$1,158.75	$42.50	3.8%	per unit
Apartment dwelling unit	$943.75	$979.50	$35.75	3.8%	per unit
Commercial	$253.00	$262.50	$9.50	3.8%	per 1,000 sq. ft.
Industrial	$299.25	$310.50	$11.25	3.8%	per 1,000 sq. ft.
Little Rock Drainage Fees					
Commercial and Industrial Development	$37,563.00	$38,990.50	$1,427.50	3.8%	per acre
Single Family Residential Development	$7,515.00	$7,800.50	$285.50	3.8%	per dwelling
Pearland Drainage Fees					
Commercial and Industrial Development	$34,720.25	$36,039.50	$1,319.25	3.8%	per acre
Multi-Family Residential Development	$3,475.50	$3,607.50	$132.00	3.8%	per dwelling
Single Family Residential Development	$6,951.00	$7,215.25	$264.25	3.8%	per dwelling
Portal Ridge Drainage Fees					
Commercial and Industrial Development	$24,812.00	$25,754.75	$942.75	3.8%	per acre
Multi-Family Residential Development	$2,497.25	$2,592.25	$95.00	3.8%	per dwelling
Single Family Residential Development	$4,960.00	$5,148.50	$188.50	3.8%	per dwelling
Sewage/R-O-W Spill Clean-Up					Actual Costs
Traffic Impact Fees					
Apartment	$1,346.50	$1,397.75	$51.25	3.8%	per DU
Condominium/Townhouse	$1,185.50	$1,230.50	$45.00	3.8%	per DU
Corporate Headquarters Building	$1.50	$1.50	$0.00	0.0%	per gsf
General Heavy Industrial	$0.25	$0.25	$0.00	0.0%	per gsf
General Light Industrial	$1.25	$1.25	$0.00	0.0%	per gsf
General Office	$2.25	$2.25	$0.00	0.0%	per gsf
Medical-Dental Office Building	$7.50	$7.75	$0.25	3.3%	per gsf
Manufacturing	$0.75	$0.75	$0.00	0.0%	per gsf
Other Uses	$195.75	$203.25	$7.50	3.8%	per daily trip
Retail	$5.25	$5.50	$0.25	4.8%	per gsf
Single Family Residential	$1,933.25	$2,006.75	$73.50	3.8%	per DU
Warehousing	$1.00	$1.00	$0.00	0.0%	per gsf
C&D Application Fee	$77.25	$80.25	$3.00	3.9%	flat fee
C&D Deposit (2% of estimated construction cost)	$1,000-$100,000	$1,000-$100,000	$0.00	0.0%	

SEWER CAPACITY FEES						
Use Type/Category	Unit	Flow Factor (gpd)	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg
Residential						
Single family	Dwelling unit	1	$2,953.00	$3,065.25	$112.25	3.8%
Condominium	Dwelling unit	0.75	$2,214.25	$2,298.50	$84.25	3.8%
Multiple Family Residential	Dwelling unit	0.6	$1,771.00	$1,838.25	$67.25	3.8%
Mobile Homes	Dwelling unit	0.6	$1,771.00	$1,838.25	$67.25	3.8%
Senior Housing	Dwelling unit	0.6	$1,771.00	$1,838.25	$67.25	3.8%
Commercial/Industrial/Institutional						
Hotel/Motel/Rooming House	Per room	125	$1,231.50	$1,278.25	$46.75	3.8%
Store/Retail Sales	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Supermarket	Per 1000 ft^2	150	$1,476.50	$1,532.50	$56.00	3.8%
Shopping Center/Mixed Use	Per 1000 ft^2	325	$3,199.25	$3,320.75	$121.50	3.8%
Regional Mall	Per 1000 ft^2	150	$1,476.50	$1,532.50	$56.00	3.8%
Office Building	Per 1000 ft^2	200	$1,968.00	$2,042.75	$74.75	3.8%
Medical/Dental/Veterinary Clinic	Per 1000 ft^2	300	$2,953.00	$3,065.25	$112.25	3.8%
Restaurant	Per 1000 ft^2	1,000	$9,842.00	$10,216.00	$374.00	3.8%
Indoor Theatre	Per 1000 ft^2	125	$1,231.50	$1,278.25	$46.75	3.8%
Car Wash – Tunnel No Recycling	Per 1000 ft^2	3,700	$36,417.00	$37,800.75	$1,383.75	3.8%
Car Wash – Tunnel Recycling	Per 1000 ft^2	2,700	$26,575.00	$27,584.75	$1,009.75	3.8%
Car Wash – Wand Type	Per 1000 ft^2	700	$6,890.00	$7,151.75	$261.75	3.8%
Bank, Credit Union	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Service Shop/Auto Maint/Repair Shop	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Animal Kennel	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Gas Station	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Gas Station with Store	Per 1000 ft^2	200	$1,968.00	$2,042.75	$74.75	3.8%
Auto Sales	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Wholesale Outlet	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Nursery/Green House	Per 1000 ft^2	25	$246.50	$255.75	$9.25	3.8%
Manufacturing	Per 1000 ft^2	200	$1,968.00	$2,042.75	$74.75	3.8%
Lt Manufacturing =< 300,000 ft^2	Per 1000 ft^2	25	$246.50	$255.75	$9.25	3.8%
Lt Manufacturing > 300,000 ft^2	Per 1000 ft^2	10	$99.00	$102.75	$3.75	3.8%
Lumber Yard =< 300,000 ft^2	Per 1000 ft^2	25	$246.50	$255.75	$9.25	3.8%
Lumber Yard > 300,000 ft^2	Per 1000 ft^2	10	$99.00	$102.75	$3.75	3.8%
Warehousing =< 300,000 ft^2	Per 1000 ft^2	25	$246.50	$255.75	$9.25	3.8%
Warehousing > 300,000 ft^2	Per 1000 ft^2	10	$99.00	$102.75	$3.75	3.8%
Open Storage = < 300,000 ft^2	Per 1000 ft^2	25	$246.50	$255.75	$9.25	3.8%
Open Storage > 300,000 ft^2	Per 1000 ft^2	10	$99.00	$102.75	$3.75	3.8%
Drive-in Theater	Per 1000 ft^2	20	$197.00	$204.50	$7.50	3.8%
Night Club/Cocktail Lounge Bar	Per 1000 ft^2	350	$3,444.25	$3,575.25	$131.00	3.8%
Bowling/Skating	Per 1000 ft^2	150	$1,476.50	$1,532.50	$56.00	3.8%
Club & Lodge Halls (Fraternal or Civic)	Per 1000 ft^2	125	$1,231.50	$1,278.25	$46.75	3.8%
Auditorium/Amusement	Per 1000 ft^2	350	$3,444.25	$3,575.25	$131.00	3.8%
Golf Course/Park (structures & improvement)	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Campground/Marina/RV Park	Per site/slip	55	$541.00	$561.50	$20.50	3.8%
Convalescent Home, Beds	Per bed	125	$1,231.50	$1,278.25	$46.75	3.8%
Horse Stables or Stalls	Per stall	25	$246.50	$255.75	$9.25	3.8%
Laundromat	Per 1000 ft^2	3,825	$37,648.00	$39,078.50	$1,430.50	3.8%
Dry Cleaner - on Site	Per 1000 ft^2	200	$1,968.00	$2,042.75	$74.75	3.8%
Dry Cleaner - off Site	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Mortuary/Funeral Home	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Health Spa/Gym (without showers)	Per 1000 ft^2	300	$2,953.00	$3,065.25	$112.25	3.8%
Health Spa/Gym (with showers)	Per 1000 ft^2	600	$5,905.00	$6,129.50	$224.50	3.8%
Hospital	Per 1000 ft^2	250	$2,460.75	$2,554.25	$93.50	3.8%
Special Event Center, attendance	Attendance	10	$99.00	$102.75	$3.75	3.8%
College/University, Students	Students	20	$197.00	$204.50	$7.50	3.8%
School	Per 1000 ft^2	200	$1,968.00	$2,042.75	$74.75	3.8%
Library, Museum	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Post Office (local)	Per 1000 ft^2	100	$984.00	$1,021.50	$37.50	3.8%
Post Office (Regional)	Per 1000 ft^2	25	$246.50	$255.75	$9.25	3.8%
The minimum fee for all non-residential connections shall not be less than:			**$2,842.25**	**$2,950.25**	**$108.00**	**3.8%**
The fees for uses not specifically listed above, shall be computed by the Public Works Director, using a similar use designation or the expected average daily discharge to the sewer system times $8.78 per gallons per day.						

OTHER FEES					
DESCRIPTION	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
Sewer Annexation/Withdrawal, per Study	$4,603.25	$4,778.25	$175.00	3.8%	
Industrial Waste Annual Inspection	$475.00	$493.00	$18.00	3.8%	per inspection
Industrial Waste Reinspection	$210.00	$218.00	$8.00	3.8%	per inspection
Industrial Waste Reinstatement	$210.00	$218.00	$8.00	3.8%	per reinstatement plus Code Enforcement costs
New Industrial Waste Inspection	$320.00	$332.25	$12.25	3.8%	per permit
New Building Industrial Waste Permit	$527.10	$547.25	$20.15	3.8%	per permit
Sewer Area Study Review	$345.00	$397.75	$52.75	15.3%	
Sewer Facilities Reimbursement Agreement, per permit	$978.25	$1,015.50	$37.25	3.8%	

PLANNING					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
Additional Animal Permit					
New	$175.00	$180.00	$5.00	2.9%	
Renewal	$40.00	$40.00	$0.00	0.0%	
Agreements, Other	$90.00	$95.00	$5.00	5.6%	per hour staff time plus City Attorney costs
Annexation Request Review	$4,605.00	$4,780.00	$175.00	3.8%	Plus $5 per acre plus applicable election costs and LAFCO fees
Appeal To City Staff	$280.00	$290.00	$10.00	3.6%	per appeal
Appeal To The Planning Commission	$835.00	$865.00	$30.00	3.6%	per appeal
Application Refund					
Application filed and/or distributed to affected departments or agencies - 75% of fees paid First meeting of the Development Advisory Board has been concluded or determination regarding completeness has been made - 50% of fees paid Applicant fails to respond to a second request for additional information - No Refund Second meeting of the Development Advisory Board has been concluded and/or conditions and/or staff report prepared - No Refund					
Conditional Use Permit (CUP)	$7,940.00	$8,240.00	$300.00	3.8%	Flat Fee
Cottage Food Operation	$170.00	$175.00	$5.00	2.9%	Flat Fee
Expedited Conditional Use Permit (CUP)	$0.00	150% of the base fee			
Determination Of Unlisted Uses					
Determination of Unlisted Uses - Planning Director	$1,110.00	$1,150.00	$40.00	3.6%	
Determination of Unlisted Uses - Planning Commission	$4,995.00	$5,185.00	$190.00	3.8%	
Deferred Completion Agreement	$555.00	$575.00	$20.00	3.6%	per application
Development Agreement And Density Bonus					
Agreement	$3,830.00	$3,975.00	$145.00	3.8%	
Annual Review	$290.00	$300.00	$10.00	3.4%	per review plus $75 per hour per agreement plus actual City Attorney costs
Negotiation and Drafting	$0.00	$600.00	$600.00	100.0%	per hour staff time plus City Attorney costs
Development Agreement Modification	$2,590.00	$2,690.00	$100.00	3.9%	per application plus actual City Attorney costs
Document Retrieval	$40.00	$40.00	$0.00	0.0%	hour (charged to nearest 1/4 hour)
Environmental Categorical Exemption	$555.00	$575.00	$20.00	3.6%	plus county fees
Environmental Initial Study	$3,785.00	$3,930.00	$145.00	3.8%	per application
Environmental Impact Report	$8,890.00	$9,230.00	$340.00	3.8%	
Fish And Wildlife Fees*	$30.00	$30.00	$0.00	0.0%	plus applicable County processing and State Dept. of Fish and Wildlife fees
General Plan Amendment	$3,450.00	$3,580.00	$130.00	3.8%	per application plus $50 per acre for forst 200 acres and $25 per acre for each additional acre
Hazardous Materials Facilities					
On-site facility (non-incinerator)	$11,510.00	$11,945.00	$435.00	3.8%	per application plus $75 per hour after 220 hours plus City Attorney
Off-site facility (including incinerators)	$28,775.00	$29,870.00	$1,095.00	3.8%	per application plus $75 per hour after 550 hours plus City Attorney
Local Assessment Committee (LAC)	$28,775.00	$29,870.00	$1,095.00	3.8%	per application plus $75 per hour after 550 hours plus City Attorney
Major Modifications					80% of original fee
Minor Site Plan Review	$1,110.00	$1,150.00	$40.00	3.6%	per application
Expedited Minor Site Plan Review	$0.00	150% of the base fee			
Minor Exception Review	$1,110.00	$1,150.00	$40.00	3.6%	flat fee
Minor Use Permit	$3,090.00	$3,205.00	$115.00	3.7%	Per permit (except Cottage Food Operations)
Expedited Minor Use Permit	$0.00	150% of the base fee			
Minor Modifications	$2,105.00	$2,185.00	$80.00	3.8%	per application
Expedited Minor Modification	$3,145.00	$3,265.00	$120.00	3.8%	150% of the base fee
Off-Site Directional Sign Program	$35.00	$35.00	$0.00	0.0%	per month per location
Parcel Map Waiver	$575.00	$595.00	$20.00	3.5%	per application
Planning Construction Inspection	$200.00	$210.00	$10.00	5.0%	per inspection
Planned Development	$3,450.00	$3,580.00	$130.00	3.8%	per application plus $50 per acre for first 10 acres and $25 per acre for each additional acre
Planning Sign Review	$280.00	$290.00	$10.00	3.6%	per application
Post Approval Plan Check	$280.00	$290.00	$10.00	3.6%	per plan type maximum $1,000 recheck after initial submittal
Preliminary Project Review To Development Advisory Board (DAB)- First Review (May be credited towards formal submittal, up to one year after comments are issued).	$2,025.00	$2,100.00	$75.00	3.7%	per application
Preliminary Project Review To Development Advisory Board (DAB)- Subsequent Review (Not eligible for credit toward formal submittal).	$1,015.00	$1,055.00	$40.00	3.9%	per review
Expedited Preliminary Project Review To Development Advisory Board (DAB)	$0.00	150% of the base fee			
Project Coordination Meeting	$1,015.00	$1,055.00	$40.00	3.9%	per meeting
Public Hearing Fee	$545.00	$565.00	$20.00	3.7%	
Public Hearing Noticing/Mailing					
Documents or maps, other					actual costs
Mailing	$1.75	$2.00	$0.25	14.3%	per address per hearing

PLANNING					
Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg	COMMENTS
Noticing in paper of general circulation	$500.00	$520.00	$20.00	4.0%	per notice
Noticing: 1/8 page	$885.00	$920.00	$35.00	4.0%	per notice
Postage					cost of postage
Reclamation Plan	$2,300.00	$2,385.00	$85.00	3.7%	per application plus $20 per acre plus $75 per hour after 30 hours
Reclamation Plan Annual Inspection	$860.00	$895.00	$35.00	4.1%	per operator plus actual cost of City Engineer or Consultant
Sign Program	$350.00	$365.00	$15.00	4.3%	per program
Site Plan Review	$7,940.00	$8,240.00	$300.00	3.8%	flat fee
Expedited Site Plan Review	$0.00	150% of the base fee			
Shopping Cart Control Plan					
New	$170.00	$175.00	$5.00	2.9%	
Renewal	$90.00	$95.00	$5.00	5.6%	
Special Event Permit	$280.00	$290.00	$10.00	3.6%	
Specific Plan	$5,410.00	$5,615.00	$205.00	3.8%	per application plus $15 per residential unit and $25 per 1,000 sq ft of commercial/industrial floor area
Specific Plan Amendment	$2,590.00	$2,690.00	$100.00	3.9%	per application plus actual legal costs
Subdivision Development Plan Review	$1,170.00	$1,215.00	$45.00	3.8%	per application plus $40 per lot
Temporary Sign Review	$290.00	$300.00	$10.00	3.4%	per application
Temporary Use Permit:					
After Hours and Weekend Inspections	$280.00	$290.00	$10.00	3.6%	flat fee
Fireworks Stand	$280.00	$290.00	$10.00	3.6%	flat fee
In tract/off-site model home, off-site vehicle sales	$280.00	$290.00	$10.00	3.6%	flat fee
Special Events longer than 1-day	$280.00	$290.00	$10.00	3.6%	flat fee
Temporary Office, Trailer/Structure on construction site, Stockpiling	$280.00	$290.00	$10.00	3.6%	flat fee
Food Truck Vending in Residential Zone	$280.00	$290.00	$200.00	71.4%	
Tentative Parcel Map	$5,550.00	$5,760.00	$210.00	3.8%	flat fee
Tentative Tract Map					
Small Maps 1-40 lots/units	$8,335.00	$8,650.00	$315.00	3.8%	flat fee
Large Maps 41 + lots/units -	$9,995.00	$10,375.00	$380.00	3.8%	flat fee
Time Extension					80% of the original fees involved
Variance	$2,015.00	$2,090.00	$75.00	3.7%	per application; 50% reduction if submitted with another application
Written Interpretation Of Policies And Regulations	$90.00	$95.00	$5.00	5.6%	per hour
Zone Change	$3,450.00	$3,580.00	$130.00	3.8%	per application plus $50 per acre for first 200 acres and $25 per acre for each additional acre
Zoning Clearance	$80.00	$85.00	$5.00	6.3%	per application
Zoning Ordinance Or General Plan Document Fee	$230.00	$240.00	$10.00	4.3%	
Zoning Ordinance Amendment	$2,590.00	$2,690.00	$100.00	3.9%	per application plus actual cost for City Attorney or outside legal review
Zoning Verification	$170.00	$340.00	$170.00	100.0%	per application

California Vehicle Code Violations					
Code Section	Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg
4000(a)	Unregistered Vehicle [3]	$110.70	$110.70	$0.00	0.0%
	With proof of correction by due date [4]	$15.00	$15.00	$0.00	0.0%
4454 (a)	Registration card [3]	$147.83	$147.83	$0.00	0.0%
	With proof of correction by due date [4]	$15.00	$15.00	$0.00	0.0%
4457	Stolen, lost, or damaged/mutilated license plates [3]	$154.58	$154.58	$0.00	0.0%
	With proof of correction by due date [4]	$15.00	$15.00	$0.00	0.0%
4462 (B)	Evidence of registration/plates wrong vehicle [3]	$147.83	$147.83	$0.00	0.0%
5200	Display of license plates/missing plate(s) [3]	$103.95	$103.95	$0.00	0.0%
	With proof of correction by due date [4]	$15.00	$15.00	$0.00	0.0%
5201	Improper positioning of plates [3]	$103.95	$103.95	$0.00	0.0%
	With proof of correction by due date [4]	$15.00	$15.00	$0.00	0.0%
5202	Period of display	$103.95	$103.95	$0.00	0.0%
5204 (a)	No license tabs (month and/or year)/expired license tabs [3]	$103.95	$103.95	$0.00	0.0%
	With proof of correction by due date [4]	$15.00	$15.00	$0.00	0.0%
21113 (a)	Unlawful parking - Public grounds	$161.33	$161.33	$0.00	0.0%
21210	Bicycle Parking	$89.78	$89.78	$0.00	0.0%
21211 (b)	Parked in bicycle path	$161.33	$161.33	$0.00	0.0%
22500 (a)	Parking or stopping within an intersection	$161.33	$161.33	$0.00	0.0%
22500 (b)	Parking or stopping on a crosswalk	$161.33	$161.33	$0.00	0.0%
22500 (c)	Parking or stopping in safety zone, sign or red curb	$161.33	$161.33	$0.00	0.0%
22500 (d)	Parking or stopping within 15ft of fire station driveway	$255.83	$255.83	$0.00	0.0%
22500 (e)	Blocking driveway	$215.33	$215.33	$0.00	0.0%
22500 (f)	Parking on sidewalk	$215.33	$215.33	$0.00	0.0%
22500 (g)	Parking along excavation	$215.33	$215.33	$0.00	0.0%
22500 (h)	Double parking	$215.33	$215.33	$0.00	0.0%
22500 (i)	Parking in bus zone [5]	$681.08	$681.08	$0.00	0.0%
22500 (j)	Parking in tunnel	$228.83	$228.83	$0.00	0.0%
22500 (k)	Parking on a bridge	$215.33	$215.33	$0.00	0.0%
22500 (l)	Blocking disabled access ramp [5]	$768.83	$768.83	$0.00	0.0%
22500 (n)	Parking within 20 feet of a marked or unmarked crosswalk	$0.00	$62.50	$62.50	100.0%
22500.1	Parking in a fire lane	$255.83	$255.83	$0.00	0.0%
22502 (a)	Parking more than 18" from the curb	$215.33	$215.33	$0.00	0.0%
22502 (e)	Curb parking - one way	$215.33	$215.33	$0.00	0.0%
22505 (b)	State highway parking	$215.33	$215.33	$0.00	0.0%
22507.8 (a)	Parking in disabled space without special identification [6]	$964.58	$964.58	$0.00	0.0%
40226	Cancellation of fine upon proof of valid disabled placard	$90.45	$90.45	$0.00	0.0%
22507.8 (b)	Obstruct, block or bar access to disabled parking [6]	$964.58	$964.58	$0.00	0.0%
22507.8 (c)	Disabled parking boundary lines/crosshatched lines [6]	$964.58	$964.58	$0.00	0.0%
22510	Parking in snow removal areas	$215.33	$215.33	$0.00	0.0%
22513	Tow trucks soliciting business (Misdemeanor)	$141.08	$141.08	$0.00	0.0%
22514	Parking within 15ft of a fire hydrant	$255.83	$255.83	$0.00	0.0%
22515	Unattended vehicles/setting brakes	$215.33	$215.33	$0.00	0.0%
22516	Locked door/no escape	$188.33	$188.33	$0.00	0.0%
22517	Vehicle door open to traffic	$255.83	$255.83	$0.00	0.0%
22520	Stopping or parking on freeway	$168.08	$168.08	$0.00	0.0%
22520.5a	Vending on freeway	$157.28	$157.28	$0.00	0.0%
22521	Parking on or near railroad track	$215.33	$215.33	$0.00	0.0%
22522	Parking near sidewalk access ramps [3]	$763.43	$763.43	$0.00	0.0%
22523(a)	Abandonment prohibited [7]	$390.83	$390.83	$0.00	0.0%
22523(b)	Abandonment prohibited [7]	$390.83	$390.83	$0.00	0.0%
22526(a)(b)	Anti-gridlock/blocking intersection [8]	$255.83	$255.83	$0.00	0.0%
	2nd Violation	$332.78	$332.78	$0.00	0.0%
	3rd Violation	$731.03	$731.03	$0.00	0.0%
22951	Parking lots-street and alley parking (patron vehicle)	$201.83	$201.83	$0.00	0.0%
23333	Stopping or parking in vehicular crossing	$174.83	$174.83	$0.00	0.0%
25300	Emergency reflectors on disabled/parked vehicle	$174.83	$174.83	$0.00	0.0%
27155	Fuel tank cap required	$116.78	$116.78	$0.00	0.0%
31303(d)	Parking hazardous materials vehicle in residential area	$795.83	$795.83	$0.00	0.0%
[1] Pursuant to Government Code Section 76000, an assessment of $5.00 shall be added to each parking penalty, consisting of $2.50 assessed for the Courthouse Construction Fund and $2.50 assessed for the Criminal Justice Facilities Construction Fund established by Los Angeles County. Said assessments are forwarded to Los Angeles County.					
[2] Pursuant to Government Code Section 70372, an assessment of $4.50 shall be added to each penalty for violations of the California Vehicle Code and forwarded to Los Angeles County.					
[3] Pursuant to California Vehicle Code Section 40225 (d), fifty (50% percent of the base penalty collected for an equipment or registration violation under section 40225 shall be paid to the State and the remaining portion shall be retained by the City or allocated pursuant to a contract between the City and its processing agency.					
[4] Penalty upon proof of correction set by the California Vehicle Code Section 40225 (c).					
[5] Minimum Parking penalty are set by California Vehicle Code Section 42001.5.					
[6] Minimum Parking penalty are set by California Vehicle Code Section 42001.13.					
[7] Minimum parking penalty are set by California Vehicle Code Section 22523 (c)					
[8] Minimum parking penalty are set by California Vehicle Code Section 42001.1.					
[9] Pursuant to Government Code Section 76000.3, an added penalty of $3.00 shall be imposed to each parking penalty. Payment of all monies collected are forwarded to the Los Angeles County for distribution.					

Los Angeles County Code Violations					
Code Section	Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg
15.20.070	Failure to obey traffic signs	$228.83	$228.83	$0.00	0.0%
15.20.130	Parking space markings	$201.83	$201.83	$0.00	0.0%
15.44.120B	Parking in a non-designated parking area	$185.63	$185.63	$0.00	0.0%
15.44.140	Failure to park in designated parking areas	$185.63	$185.63	$0.00	0.0%
15.44.150	Use of restricted parking space by unauthorized person	$185.63	$185.63	$0.00	0.0%
15.44.160	Vehicle maintenance in public parking areas	$185.63	$185.63	$0.00	0.0%
15.52.040	Bicycle lanes-unauthorized parking	$185.63	$185.63	$0.00	0.0%
15.64.010	Parking time limits	$185.63	$185.63	$0.00	0.0%
15.64.020	Commercial loading zones	$215.33	$215.33	$0.00	0.0%
15.64.030	Parking time limit - post office	$201.83	$201.83	$0.00	0.0%
15.64.040	Parking at mail box	$201.83	$201.83	$0.00	0.0%
15.64.050	Commercial parking 2am-6am in residential zone (over 10,000 lbs. vehicle weight)	$208.58	$208.58	$0.00	0.0%
15.64.052	Commercial parking in residential zone by vehicle over 10,000 lbs. (anytime)	$546.08	$546.08	$0.00	0.0%
15.64.100	Disconnected trailer on highway	$215.33	$215.33	$0.00	0.0%
15.64.110	Parking in posted bus loading zone	$573.08	$573.08	$0.00	0.0%
15.64.120	Parking in passenger loading zone (3 minutes max)	$215.33	$215.33	$0.00	0.0%
15.64.130	No parking in alleys	$215.33	$215.33	$0.00	0.0%
15.64.140	Posted temporary no parking area	$215.33	$215.33	$0.00	0.0%
15.64.210	Unattended vehicle with key in ignition	$201.83	$201.83	$0.00	0.0%
15.64.220	Parking on steep grades without turning wheels into the curb	$201.83	$201.83	$0.00	0.0%
15.64.230	Parallel parking - over 18" from the curb	$201.83	$201.83	$0.00	0.0%
15.64.240	Angle parking on highway between lines	$201.83	$201.83	$0.00	0.0%
15.64.250	Double parking	$215.33	$215.33	$0.00	0.0%
15.64.260	No parking anytime posted or red curb	$215.33	$215.33	$0.00	0.0%
15.64.270	Parking on private/public property w/o consent	$215.33	$215.33	$0.00	0.0%
15.64.271	Parking in front yard	$215.33	$215.33	$0.00	0.0%
15.64.280	Parking wrong side of street - dual roadway	$215.33	$215.33	$0.00	0.0%
15.64.290	Parking in parkway	$215.33	$215.33	$0.00	0.0%
15.64.300	Blocking street or highway	$215.33	$215.33	$0.00	0.0%
15.64.310	Unattended vehicle transporting hazardous materials	$771.53	$771.53	$0.00	0.0%
15.64.320	Blocking driveway on private street	$215.33	$215.33	$0.00	0.0%
15.64.350	Parked creating a traffic hazard	$215.33	$215.33	$0.00	0.0%
15.64.360	Posted no parking adjacent to school	$215.33	$215.33	$0.00	0.0%
15.64.370	Parking within 15 ft. of private road fire hydrant	$255.83	$255.83	$0.00	0.0%
15.64.390	Parking in assigned parking spaces	$215.33	$215.33	$0.00	0.0%
15.64.440	Parking at assigned taxicab stands	$161.33	$161.33	$0.00	0.0%
15.76.080	Driving or riding vehicles on sidewalk	$215.33	$215.33	$0.00	0.0%
17.04.370	Parks - Unauthorized parking	$215.33	$215.33	$0.00	0.0%
19.04.980	Airports - Unauthorized parking	$201.83	$201.83	$0.00	0.0%
19.04.990	Airports - Unauthorized clean/repair	$201.83	$201.83	$0.00	0.0%

Palmdale Municipal Code Violations					
Code Section	Description	FY 2026 Adopted Fee	FY 2027 Proposed Fee	$ Chg	% Chg
8.36.050(F)(1)(a)	Parking vehicle on residential lot - front yard w/attached garage	$212.63	$212.63	$0.00	0.0%
(b)	Parking vehicle on residential lot - front yard w/detached rear garage	$212.63	$212.63	$0.00	0.0%
(c)	Parking vehicle on residential lot - front yard w/approved side yard	$212.63	$212.63	$0.00	0.0%
(d)	Parking vehicle on residential lot - front yard w/approved circular driveway	$212.63	$212.63	$0.00	0.0%
8.36.050(F)(2)(a)	Parking recreational vehicle on residential lot - front yard w/attached garage	$212.63	$212.63	$0.00	0.0%
(b)	Parking recreational vehicle on residential lot - front yard w/detached rear garage	$212.63	$212.63	$0.00	0.0%
(c)	Parking recreational vehicle on residential lot - front yard w/approved side yard	$212.63	$212.63	$0.00	0.0%
8.36.050(F)(3)	Parking vehicle on residential side yard - not paved	$212.63	$212.63	$0.00	0.0%
8.36.050(F)(5)	Parking recreational vehicle on residential side yard - not paved	$212.63	$212.63	$0.00	0.0%
10.04.040	No commercial parking in residential zone (more than 10,000 lbs)	$546.08	$546.08	$0.00	0.0%
10.04.050(A)	No commercial truck off designated truck route (more than 10,000 lbs)	$546.08	$546.08	$0.00	0.0%
10.04.080	Shopping center traffic/fire access lanes	$232.88	$232.88	$0.00	0.0%
10.04.150	RV, trailer, boat, camper parked over 72 hours - residential zone	$228.83	$228.83	$0.00	0.0%
12.24.020(A)	Parking vehicle posted for sale	$228.83	$228.83	$0.00	0.0%
(B)	Painting/repairing vehicle in street	$228.83	$228.83	$0.00	0.0%
(C)	Commercial washing of vehicle	$228.83	$228.83	$0.00	0.0%
12.36.040(A)(1)	Parking Restricted Where Restrictive Parking Signs Are Posted.	$185.62	$185.62	$0.00	0.0%
17.87.080(D)(1)	Commercial vehicle in residential zone (over 10,000 lbs)	$546.08	$546.08	$0.00	0.0%

City Council Staff Report

DATE: **AUGUST 4, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-045, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE TO DELAY THE PHASED IMPLEMENTATION OF THE TRANSACTIONS AND USE TAX INCREASE AUTHORIZED BY AB 2443 AND ENACTED BY MEASURE PD**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-045, a Resolution of the City Council of the City of Palmdale to delay the phased implementation of the transactions and use tax increase authorized by AB 2443 and enacted by Measure PD.

BACKGROUND

On November 5, 2024, Palmdale voters passed Measure PD, which amended Chapter 3.21 of the Palmdale Municipal Code and established an automatic increase of the City's Transactions and Use Tax if, whenever, and to the extent permitted by applicable law. Measure PD establishes the City's Transactions and Use Tax as the maximum rate permitted by law, but is silent as to how, when, and to what extent the City must implement and collect the maximum rate, or whether, in the alternative, the City may phase, defer, or otherwise implement and collect a lower rate.

Resolution No. CC 2024-096 was adopted on December 18, 2024, phasing in the implementation of Measure PD Transactions and Use Tax. Under Measure PD, a three-quarter-cent (3/4) increase took effect on April 1, 2025, while the remaining half-cent (1/2) was deferred, and would be phased in as follows: implementation and collection of one-quarter-cent (1/4) was deferred until January 1, 2028, and implementation and collection of the final one-quarter-cent (1/4) was deferred until January 1, 2029.

DISCUSSION

The proposed Resolution further delays implementation and collection of one-quarter-cent (1/4) of the 1% transactions and use tax increase until January 1, 2035, and the final quarter-cent (1/4) until January 1, 2036. The tax increase was authorized by AB 2443 and enacted by Measure PD.

FISCAL IMPACT

The fiscal impact associated with this action is unknown at this time.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

C. Involve and expand engagement to enhance public oversight and transparency.

Prepared by:	Janelle Samson, Deputy City Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-045

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-045

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE TO DELAY THE PHASED IMPLEMENTATION OF THE TRANSACTIONS AND USE TAX INCREASE AUTHORIZED BY AB 2443 AND ENACTED BY MEASURE PD.

WHEREAS, Assembly Bill 2443 ("AB 2443"), an immediately effective urgency statute approved by the Governor on September 29, 2024, added Section 7287.13 to the California Revenue and Taxation Code, and authorizes the City of Palmdale to impose a transactions and use tax for general or specific purposes at a rate of no more than 1% that would, in combination with all other applicable taxes, exceed the limit established in Section 7251.1 of the California Revenue and Taxation Code; and

WHEREAS*,* on November 5, 2024, voters passed Measure PD ("Measure PD"), which amended Chapter 3.21 of the Palmdale Municipal Code and established an automatic increase of the City's Transaction and Use Tax if, whenever, and to the extent permitted by applicable law; and

WHEREAS*,* Measure PD imposes and enacts for general purposes the 1% transactions and use tax authorized by AB 2443 (the "AB 2443 Increase"), but is silent as to how, when, and to what extent the City must actually implement and collect the full AB 2443 Increase amount, or whether the City may phase or defer all or any portion thereof; and

WHEREAS*,* on December 18, 2024, the City Council approved and enacted Ordinance No. 1650, which authorizes the City Council to, by resolution or other action, phase, defer, or otherwise implement and collect a transactions and use tax that is lower than the full rate established by Section 3.21.040 and Section 3.21.060 of the Palmdale Municipal Code, which includes the AB 2443 Increase; and

WHEREAS*,* on December 18, 2024, the City Council approved Resolution No. CC 2024-096 deferring one-quarter (1/4) of the 1% transactions and use tax increase authorized by AB 2443 and enacted by Measure PD shall be deferred and shall not take effect until January 1, 2028; and

WHEREAS*,* on December 18, 2024, the City Council approved Resolution No. CC 2024-096 deferring one-quarter (1/4) of the 1% transactions and use tax increase authorized by AB 2443 and enacted by Measure PD shall be deferred and shall not take effect until January 1, 2029; and

WHEREAS*,* the City Council desires to exercise its authority to further defer a portion of the AB 2443 increase, as set forth below.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The City Council hereby finds and determines that the foregoing recitals are true and correct. The recitals are hereby incorporated into the operative provisions of the Resolution by this reference.

SECTION 2. One-quarter (1/4) of the 1% transactions and use tax increase authorized by AB 2443 and enacted by Measure PD shall be further deferred from January 1, 2028, and shall not take effect until January 1, 2035.

SECTION 3. One-quarter (1/4) of the 1% transactions and use tax increase authorized by AB 2443 and enacted by Measure PD shall be further deferred from January 1, 2029, and shall not take effect until January 1, 2036.

SECTION 4. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 4th day of August, 2026.

_____
Eric Ohlsen, Mayor

Approved as to form:

ATTEST:

_____
Alexandra Severino
City Attorney

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 4th day of August, 2026, by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk