

Submitted To City of CARSON

701 East Carson Street
Carson, CA 90745

**Attn.: Saied Naaseh
Community Development Director**

*Submitted on PlanetBids by 4PM on
Thursday, 06/08/2023*



Proposal

RFP# 23-021

BUILDING & SAFETY SERVICES



TRANSTECH

Est. 1989

www.transtech.org
855.595.2495 (toll-free)

**Submitted By
Transtech Engineers, Inc.**

Contact Person for this Proposal:

Melissa Demirci, RSP

Principal, Municipal Services Contract Manager

E: melissa.demirci@transtech.org; C: 714-598-8896

Ayla Jefferson, CBO

Principal Building Official

E: ayla.jefferson@transtech.org; C: 909-851-5765



TRANSTECH

Est. 1989



[About Transtech Video Highlight:
CLICK HERE](#)

Proposal Submitted on
PlanetBids

June 8, 2023

Your Projects | Our Passion
A Trusted Community Partner

City of CARSON
701 East Carson Street
Carson, CA 90745
Attn.: Saied Naaseh, Community Development Director

Proposal, RFP# 23-021
BUILDING AND SAFETY SERVICES

Dear Mr. Naaseh:

Transtech is pleased to submit this Proposal for **Building and Safety Services** to the **City of Carson**. This Letter of Transmittal provides the information specified in City's RFP under this Section, as well as an executive summary of our proposal and qualifications.

Company Profile:

Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for over 33 years** and provides **municipal services to approximately 70 public agencies**.

Our **multi-disciplinary** service capabilities include:

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

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

Building and Safety Services:

- ✓ Transtech is currently **providing municipal services to over 70 public agencies**, including **Building and Safety Services to several agencies**.
- ✓ Transtech is also under multi-year contract with **the County of Los Angeles providing as-needed Building and Safety Plan Check Services to the County**.
- ✓ We also **interact and coordinate plan checks and work closely with County Fire Departments** in many cities.
- ✓ In addition to Building Plan Check, Transtech is **also providing Fire Plan Check Services to various**

agencies.

- ✓ Transtech has **facilitated several transitions** for local agencies of their building and safety operations from other services providers, including **from LA County** to local cities, as well as from other consultant providers.

Transtech's Plan Check and Inspection Capacity in numbers:

- We maintain and manage **electronic plan submittal portals for over 25 cities.**
- In 2022, we **processed and reviewed approximately 13,000 projects with 96,000 documents** and **performed approximately 43,000 inspections.**

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

- Transtech is well known in providing **Cost Effective Services on time** with a **customer friendly and responsive** approach. Our services are founded on the principles of **Total Quality Management for Total Customer Care.**
- **We start** by working with the applicant **early on and during plan review** to help them prepare a set of plans which have all of the required information clearly and logically presented.
- Additionally, we never hesitate to make suggestions which help eliminate complicated details, reduce **construction costs, and/or provide details which are easy to verify in the field.** Experience has taught us well that inspection time and applicant frustration can both be substantially reduced, while increasing overall compliance, by producing a better set of plans during the plan review process. And in the case of homeowners, **this policy often demonstrates early on that the City really is truly a partner in a process that can often be a source of stress and tension for many applicants, and we fully understand that.**
- This policy reduces the number of plan review rechecks required, **allows the applicant to obtain a permit much sooner,** and reduces the overall time our staff is required to spend on that particular plan.
- Our policy is to assist the architect, engineer, designer, applicant, etc. as much as possible, which helps **eliminate complicated details, reduce construction costs, and/or provide details which are easy to verify in the field.**
- All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our **"Same Day Response"** motto.
- **Responsiveness is an integral part** of Transtech's "customer friendly" service approach.
- We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.

Quick Turn Around Time and Expedited Services / Expedited/Off-Business Hours/Weekend Services:

Transtech will provide plan checks on a quick turn-around schedule. Transtech also provides expedited service when requested. If the City receives a request from applicants for expedited plan check services, Transtech staff will provide additional resources to accommodate such a request. If the City requests inspection services, Transtech staff will provide additional resources to accommodate inspection requests during off business hours and weekends.

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

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

Innovative and Advanced Technology:

Transtech has integrated many technological assets into its services to provide the most efficient and cost-effective service possible. We provide fully automated electronic plan submittal, plan checking, and tracking. We provide this on our company portal, as well as offer same portal access to our client cities on their web sites.

Electronic Plan Check:

Transtech provides all Electronic Plan Check. Please [click here](#) for a sample of our electronic plan check portal at one of our contract Cities. We offer electronic plan check submittal portal to our client cities at no additional cost.

Virtual Counter:

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

Service Transition:

Transtech has successfully completed several similar service transitions **(including service transitions from LA County)**. We do not see a need for an extensive overlapping work period with the current service provider (LA County). Our staff has done similar transitions before and can handle any open issues remaining from the current service provider. The "overlapping work period" would only increase the City's cost on staff time. Our expectation is to review the project files and address status of current/open plan checks, projects, and priority issues for transition.

Initial Service Analysis:

If selected by the City, within approximately 30 days of contract approval, Transtech will complete a thorough review of existing City policies, ordinances, and conditions pertaining to relevant services, and perform an operational, service and quality assessment, and efficiency review. Based on this review, we will provide recommendations for improvements in service quality, efficiency, and effectiveness. We will develop an implementation process and timetable and present a report to the City for review and consideration.

Performance Standards and Monitoring:

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

Readily Available Staff:

Transtech has a **large pool of well experienced staff and resources readily available** to provide requested services, and **respond to requests in a timely, efficient, and cost-effective manner**. Our staff and resources include **approximately 200**, including **building officials, plan checkers, inspectors, permit technicians**, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

Training Program:

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

Employment Opportunities for Local Residents:

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

Community Involvement:

We are proud to support civic and community activities, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but activity partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

The Transtech Team is very passionate about giving back, especially through youth empowerment and workshops to encourage middle school and high school students to pursue higher education and to get involved in STEM related fields, like engineering. Several of our team members have been involved in various organizations and spoke at countless events to encourage the youth and young women in particular to pursue Engineering in both their academic and career paths. **We work with different Youth Commissions as well as support Youth Sports programs in our client cities.**

We are proud to have founded an annual Transtech Engineers Scholarship Program awarded during the fall semester to Cal Poly Pomona students. The scholarship awards five students \$3,000 each based on their GPA and grade level. We partnered with Cal Poly Pomona to start this annual scholarship with the Civil Engineering Program at the university.

In Carson, our team looks forward to engaging with the City and local organizations to support the City's Youth Commission, Youth Sports, State of the City, 5K, National Night Out, Juneteenth Celebration, and other local civic events as well as with other local civic organizations.

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

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

- ✓ Successfully providing **similar services to many agencies** for over 33 years.
- ✓ Proven track record in **on time** and **within budget** project delivery.
- ✓ **Multi-disciplinary** engineering consulting service capabilities to provide an array of municipal services.
- ✓ Ability to **work collaboratively** with agencies, project applicants, and other stake holders, and **communicate effectively** with diverse audiences and stakeholders at public forums.
- ✓ Committed to producing a **high-quality work product and deliver a high level of customer care.**
- ✓ Commitment of **principal level management** and involvement throughout the contract duration.
- ✓ Well experienced **in-house staff readily available** to commence with the services upon City's authorization.

Following is the specific information and statements requested under this section per the RFP:






- a. *Identification of Proposer who will have contractual responsibility with the City. Identification shall include legal name of company, corporate address, telephone number and email address of the contact person identified during the period of proposal evaluation.*
 - Transtech Engineers, Inc. will have the Contractual responsibility with the City.
 - Transtech's Corporate Headquarters is located at 13367 Benson Ave, Chino, CA 91710 (Transtech has offices in Los Angeles, San Bernardino and Orange Counties).
 - **Following are contact persons during the period of proposal evaluation:**
 - **Melissa Demirci**, RSP, Principal, Municipal Services Contract Manager

June 8, 2023

City of Carson

Attn.: Saied Naaseh, Community Development Director

Page 5

- E: melissa.demirci@transtech.org; C: 714-598-8896;
- o **Ayla Jefferson**, CBO, CSP, Principal Building Official
E: ayla.jefferson@transtech.org; C: 909-851-5765
- b. *Proposed working relationship between Proposer and sub-consultants, if applicable.*
- Any subconsultants will work under a sub-contract agreement under Transtech. The sub-contract will be formatted per City's Contract requirements.
- c. *A statement to the effect that the PROPOSAL shall remain valid for a period of not less than 90 days from the date of submittal.*
- Transtech's PROPOSAL shall remain valid for a period of not less than 90 days from the date of submittal.
- d. *Statement to the effect that the Qualifications are valid for a minimum of 36 months (initial agreement term).*
- The Qualifications are valid for a minimum of 36 months (initial agreement term).
- e. *Acknowledgement of all addenda, if any.*
- Transtech acknowledges all Addenda (Addendum 1 and Q&A Set 1). Addenda is also acknowledged on PlanetBids
- f. *Signature of the official authorized to bind Proposer to the terms of the proposal.*
- Following person are authorized to bind Transtech contractually:
 - o Allen Cayir, PE, President 
 - o Melissa Demirci, Principal, Municipal Services Contract Manager 
 - o Ayla Jefferson, CBO, Principal Building Official 
 - o Sybil Cayir, Corporate Secretary 
- g. *Signed statement attesting that all information submitted with the proposal is true and correct.*
- All information submitted with the proposal is true and correct.
Allen Cayir, PE, President 

Transtech shares the City's commitment, and strive on delivering a top-quality customer experience to the communities we serve through innovation and responsiveness, with integrity, flexibility, and professionalism. We strive to push the envelope beyond bureaucracy who think outside the box and who provide excellent customer service.

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

Transtech Engineers, Inc.



Melissa Demirci, RSP
Principal, Municipal Services Contract Manager
E: melissa.demirci@transtech.org
C: 714-598-8896



Ayla Jefferson, CBO, CSP
Principal Building Official
E: ayla.jefferson@transtech.org
C: 909-851-5765

Following documents in pdf file format are submitted on PlanetBids as specified in City’s RFP Portal:

- COST FILE
- RESPONSE FILE
- AFFIDAVIT OF NO-COLLUSION AND NON-DISCRIMINATION
- AFFIDAVIT OF NON FEDERAL LOBBYIST REQUIREMENTS
- CERTIFICATION OF COMPLIANCE WITH LABOR CODE SECTION 3700
- CLIENT REFERENCE LIST
- DEBARMENT AND SUSPENSION CERTIFICATION
- INSTRUCTIONS FOR ENTERING ELECTRONIC BIDS
- W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

Our proposal is submitted in the format specified in “**RFP, C. PROPOSAL CONTENT, 3. TECHNICAL PROPOSAL**”, and includes the following sections as required:

Section	Page
1. Qualifications, Relevant Experience, and References	1.1 – 1.18
a. Brief Profile of Firm	1.1
b. Firm’s Financial Condition	1.6
c. Experience in Similar Services	1.6
d. Certifications and/or Licenses	1.8
e. Specialized Training, Experience, and Professional Competence	1.9
f. Sub-consultants	1.10
g. References	1.10
2. Proposed Team	2.1 – 2.12
a. Project Manager	2.1
b. Project Staff Resumes	2.2
c. Key Personnel Task Allocation Matrix	2.10
d. Key Personnel Statement	2.11
e. Key Staff Organizational Chart	2.12
3. Detailed Work Plan	3.1 – 3.9
a. Project Understanding and Service Philosophy	3.1
b. Work Plan	3.2
c. Approach to Managing Resources	3.8
4. Schedule of Rates	
Submitted as a separate document titled “COST PROPOSAL” on PlanetBids as specified in City’s RFP Portal	
5. Appendices	5.1 – 5.1

a. Brief Profile of Firm

Established in 1989, Established in 1989, Transtech Engineers, Inc. (a California Corporation) is a **multi-disciplinary engineering consulting firm**.

Transtech has been **in business for over 33 years** and provides **municipal services to approximately 70 public agencies**. Our staff and resources include **approximately 200 staff**, including building official, plan checkers, inspectors, engineers, project managers, designers, construction managers, traffic and transportation analysts, technicians, admin support personnel.

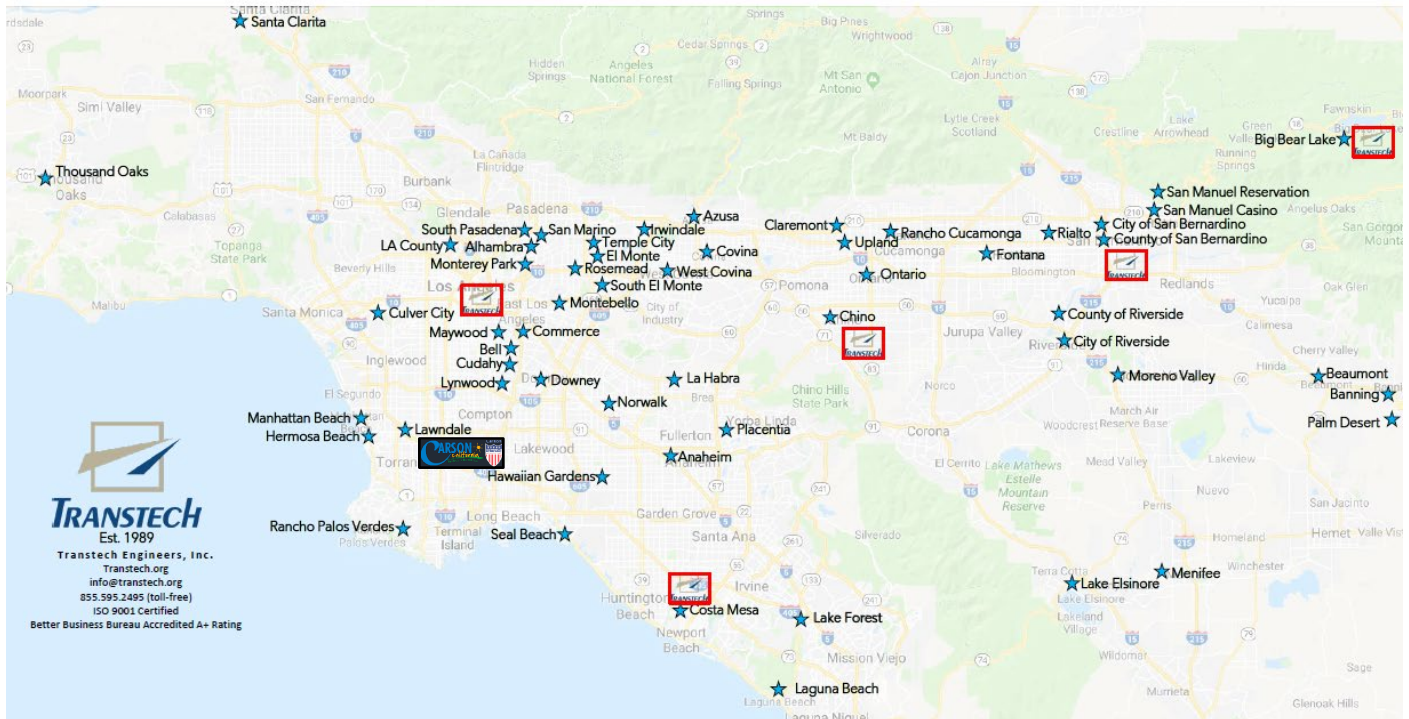
Transtech is a **multi-disciplinary municipal engineering consulting firm**. Our service capabilities include:

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

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

Transtech Engineers, Inc. Proudly Services

- | | | | |
|--|--|--|--|
| <ul style="list-style-type: none"> ✓ Municipal Engineering & Public Works Consulting ✓ Building & Safety Plan Check & Inspection ✓ Construction Management Project & Program Management | <ul style="list-style-type: none"> ✓ Civil Engineering Design ✓ Engineering Plan Check Public Works Inspection ✓ Traffic & Transportation Engineering | <ul style="list-style-type: none"> ✓ Grant Writing Funds Management ✓ Planning ✓ Mapping & Right-of-Way Engineering | <ul style="list-style-type: none"> ✓ Surveying ✓ Land & Real Estate Development ✓ Community Outreach Public Relations |
|--|--|--|--|



City of Temple City

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction

City of Alhambra

- ✓ **City Engineering Services:** City Eng, Traffic Eng, Development/Public Works Plan Check, Map and Plan Check, Permit Inspection, Design, CIP and Construction Management,

Management, PW Insp, Fed Proj Management

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

City of Commerce

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

City of Maywood

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

City of Monterey Park

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

City of South Pasadena

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

City of Seal Beach

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

City of Azusa

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

City of Rancho Palos Verdes

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

San Manuel Indian Reservation

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

San Manuel Casino

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

City of Manhattan Beach

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

City of Hermosa Beach

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

City of Norwalk

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

City of La Habra

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

City of Ontario

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

City of Chino

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

City of Placentia

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

City of Rialto

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

City of Culver City

PW Insp, Fed Proj Management

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

City of South El Monte

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

City of West Covina

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

City of Rosemead

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

City of Bell

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

City of Cudahy

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

City of Hawaiian Gardens

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

City of Downey

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

County of Los Angeles

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

County of Riverside

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

San Bernardino County Housing Authority

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

City of San Bernardino

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

City of El Monte

- ✓ **On-call Services:** Traffic Engineering, Construction Management, Development Plan Check

City of San Marino

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

City of Banning

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

Riverside County Economic Development Agency

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

City of Lancaster

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

City of Palm Desert

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

City of Irwindale

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

City of Lynwood

- ✓ **On-call Engineering Services:** Eng Services
City of Anaheim
- ✓ **On-call Engineering Services:** Engineering Services

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

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

Community Benefit Enhancement (CBE)

Supporting civic and community activities demonstrates Transtech's commitment to the progress, health, and well-being of the communities we serve. This is something that we take pride in as a company. In services and partnership with our client Cities, we have a proven record of active engagement in City and Community events. This includes involvement or presence at City programs or events, supporting local businesses through the chamber, youth events, hosting workshops, sports, scholarship opportunities, community service, managing homelessness challenges, public safety, crime prevention, or any other community benefit that the City wishes us to be a part of. Our goal is not just to serve as a consultant (which is what we are best at) but to also be an active partner with our clients and further enhance the City's reputation as an ideal community to live, invest, work, and play. We are deeply committed to maintaining our partnership with our valued customers, its community, and remain open and enthusiastic to receiving input on how to best serve the City's needs today and in the future.

Following are some of the CBE programs we have are proud to be part of:



Transtech's First Responders Appreciation Initiative:

Giving back to the communities we serve is part of our service philosophy. In response to the global pandemic and the many challenges local businesses experienced, the Transtech Engineers team developed and implemented a unique First Responders Appreciation Initiative that collaborates with local Chambers, supports local restaurants, and appreciates our community's First Responders. The Transtech team personally

picks up the meal orders and delivers them to our First Responders. So far to date, we are proud to share that Transtech's First Responders Appreciation Initiative has provided over 350 meals and beverages from 13 local restaurants in 8 cities serving 6 Police/Sheriff Stations and 13 Fire Stations.



New Community Outreach Project:

- The Transtech Team is very passionate about giving back, especially through youth empowerment and workshops to encourage middle school and high school students to pursue higher education and to get involved in STEM related fields, like engineering.
- Several of our team members have been involved in various organizations and spoke at countless events to encourage the youth and young women in particular to pursue Engineering in both their academic and career paths.
- We are proud to have founded an annual Transtech Engineers Scholarship Program awarded during the fall semester to Cal Poly Pomona students. The scholarship awards five students \$3,000 each based on their GPA and grade level. We partnered with Cal Poly Pomona to start this annual scholarship with the Civil Engineering Program at the university.
- We wanted to further our reach and mission and have begun to develop a special community project interfacing with local schools to implement a yearlong STEM extracurricular program. We have worked on developing a program where every year we will focus on one middle school or high school in the cities we serve to offer this elective to the students.

City of Carson Community Engagement Approach:



In Carson, the Transtech Team looks forward to engaging with the City and local organizations to support the City's Youth Commission, Youth Sports, State of the City, 5K, National Night Out, Juneteenth Celebration, and more with other local civic events and organizations. We will work with our team and the City to identify opportunities to give back and serve the great Community and City of Carson.

Following is required certification that corporation is in good standing with the California Secretary of State.



Secretary of State Certificate of Status

I, SHIRLEY N. WEBER, PH.D., California Secretary of State, hereby certify:

Entity Name: TRANSTECH ENGINEERS, INC.
Entity No.: 1493938
Registration Date: 02/22/1991
Entity Type: Stock Corporation - CA - General
Formed In: CALIFORNIA
Status: Active

TRANSTECH ENGINEERS, INC.
(1493938)

File Amendment

Request Certificate

<i>Initial Filing Date</i>	02/22/1991
<i>Status</i>	Active
<i>Standing - SOS</i>	Good
<i>Standing - FTB</i>	Good
<i>Standing - Agent</i>	Good
<i>Standing - VCFCF</i>	Good
<i>Formed In</i>	CALIFORNIA
<i>Entity Type</i>	Stock Corporation - CA - General
<i>Principal Address</i>	13367 BENSON AVENUE CHINO, CA 91710
<i>Mailing Address</i>	13367 BENSON AVENUE CHINO, CA 91710
<i>Statement of Info Due Date</i>	02/29/2024
<i>Agent</i>	Individual ALLEN CAYIR 13367 BENSON AVENUE CHINO, CA 91710

View History

Request Access

The above referenced entity is active on the Secretary of State's records and is authorized to exercise all its powers, rights and privileges 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 June 04, 2023.

SHIRLEY N. WEBER, PH.D.
Secretary of State

Certificate No.: 115841324

To verify the issuance of this Certificate, use the Certificate No. above with the Secretary of State Certification Verification Search available at bizfileOnline.sos.ca.gov.

b. Firm's Financial Condition

Transtech has been **in business for over 33 years**, and is **in excellent financial condition**. There are no conditions (e.g. bankruptcy, pending litigation, planned office closures, impending merger, etc.) that may impede Transtech's ability to provide the requested services.

c. Experience in Similar Services

Building and Safety Services:

- ✓ Transtech has provided Building and Safety services for over 33 years and is currently **providing municipal services to over 70 public agencies**.
- ✓ **Transtech has unique experience successfully transitioning jurisdictions from Los Angeles County.**
- ✓ Transtech is also under a multi-year contract with **the County of Los Angeles providing as-needed Building and Safety Plan Check Services to the County.**
- ✓ We also **interact and coordinate plan checks and work closely with County Fire Departments** in many cities.
- ✓ In addition to Building Plan Check, Transtech is **also providing Fire Plan Check Services to various agencies.**

Transtech's Plan Check and Inspection Capacity in numbers:

- We maintain and manage **25 electronic plan submittal portals**.
- In 2022, we **processed and reviewed approximately 13,000 projects with 96,000 documents** and **performed approximately 43,000 inspections**.

Few Sample Projects Representative of Transtech's Experience in Requested Services



Agency: CITY OF WEST COVINA

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

Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.
Building Plan Check and Inspection.
Engineering Plan Check and Inspection.

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



Agency: CITY OF SOUTH EL MONTE

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

Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.
Building Plan Check and Inspection.
Engineering Plan Check and Inspection.

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

**Agency: CITY OF COMMERCE**

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

Transtech provided following services:

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

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

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

**Agency: CITY OF ALHAMBRA**

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

Transtech provided following services:

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

Building Plan Check and Inspection.

Engineering Plan Check and Inspection.

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

**Agency: CITY OF BELL**

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

Transtech provided following services:

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

Building Plan Check/Inspection.

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

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

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

Transtech provided following services:

Building Plan Check and Inspection.

Fire Plan Check.

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



Agency: CITY OF TEMPLE CITY

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

Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.
 Building Plan Check and Inspection.
 Engineering Plan Check and Inspection.

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



Agency: CITY OF WEST COVINA

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

Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.
 Building Plan Check and Inspection.
 Engineering Plan Check and Inspection.

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



Agency: CITY OF SOUTH PASADENA

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

Transtech provided following services:

Establishing conditions of approval and coordination with the Planning Staff for the entitlement of the project.
 Building Plan Check and Inspection.

Transtech serves as the City's Contract Building Official.

d. Certifications and/or Licenses

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

Following are various ICC certifications held by various staff members:

Building Official Certifications:

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

Plan Check Certifications:

Inspection Certifications:

- ✓ Combination Inspector
- ✓ Commercial Building Inspector
- ✓ Residential Building Inspector
- ✓ Accessibility Inspector
- ✓ Commercial Energy Conservation Inspector

Additional Inspection Certifications:

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

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

State of California Safety Assessment Program:

- ✓ CalOES SAP Evaluator

- ✓ In addition, some of our staff members are certified as **Fire Plan Checkers and Inspectors**, as we provide these services to some agencies.

Permit Technician Certification:

- ✓ Permit Technician

CACEO Certified Code Enforcement Officer

California State Fire Marshal

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

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

Several of our engineers are licensed as professional engineers in various engineering disciplines by the State of California BPELSG (Board for Professional Engineers, Land Surveyors, and Geologists).

e. Specialized Training, Experience, and Professional Competence

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

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

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

Our staff members are certified by the International Code Council (ICC). We have staff who have reached the highest possible level of code administration with the **Master Code Professional designation certification**

from the ICC. In addition, some of our staff members are **certified as Fire Plan Checkers and Inspectors**, as we provide these services to some agencies.

Several of our engineers are licensed as professional engineers in various engineering disciplines by the State of California BPELSG (Board for Professional Engineers, Land Surveyors, and Geologists).

Our Staff is accustomed to working in City Hall:

- Transtech is providing Building and Safety Services at various levels and staffing combinations to multiple agencies, including **full management of the Building Department**.
- We have **extensive experience working in Mixed Staff/Consultant Environment** at various levels.
- We consider our staff as extension of City staff, and work in the same structure and hierarchy as other City staff. We coordinate and interact with various in-house City staff members just as another City staff member as part of the City Team.

Our staff members have **completed several similar service transitions (including service transitions from LA County)** and will be able to minimize any inconveniences.

f. Sub-consultants

SOILS REPORT REVIEW SUPPORT: GEO-ADVANTEC, INC. (www.geoadvantec.com)

Geo-Advantec, Inc. offers comprehensive services in various areas from site feasibility evaluation through project completion for a wide range of projects and services, which include: Geotechnical Eng.; Eng. Geology; Geotechnical Earthquake Eng.; Geotechnical Instrumentation; Pavement Eng.; Forensic Geotechnical Eng.; Grading Monitoring and Field Testing; Soils & Materials Laboratory Testing; Special Inspection Services. Geo-Advantec owns a certified laboratory accredited by AMRL (ASHTO Materials Reference Laboratory), in conformity to the requirements of the AASHTO Accreditation Program (AAP), AASHTO R-18, ASTM D3740 and ASTM E329; CCRL (Cement and Concrete Reference Laboratory); Caltrans; DSA (the Department of the State Architects); Army Corp of Engineers.

g. References

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

Contact: Andrew Ho, Community Development Director; T: 626-570-5041; E: andrewho@cityofalhabra.org

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

CITY OF TEMPLE CITY (Year started and completed: 2013 – Ongoing Service)

Contact: Bryan Cook, City Manager; T: 626-285-2171; E: bcook@templecity.us

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

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

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

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

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

Contact: Angelica Frausto-Lupo, Community Development Director; T: 626-403-7222;

E: afraustolupo@southpasadenaca.gov

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

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

Contact: Paulina Morales, Acting City Manager; T: 626-939-8401; E: pmorales@westcovina.org

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

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

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

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

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

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

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

Please see reference letters on following pages from above references:



Gateway
to the
San Gabriel Valley

111
South First Street
Alhambra
California
91801

City of Alhambra
Community Development Department

March 14, 2022

Subject: Transtech Engineers, Inc.
Letter of Recommendation

To Whom It May Concern:

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

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

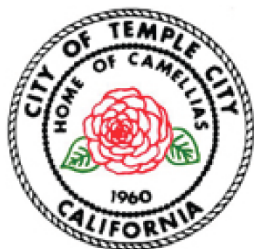
They have teams serving both our Public Works and Community Development Departments in the capacities of Building Official, Permit Technician, Building Inspector, and Building Plan Check/Review, City Engineer, City Traffic Engineer, Public Works Engineering, CIP Management, Construction Management, Grant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

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

Best Regards,

A handwritten signature in blue ink, appearing to read 'Andrew Ho', with a long horizontal flourish extending to the right.

Andrew Ho
City of Alhambra
Director of Community Development
andrewho@cityofalhambra.org



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

March 14, 2022

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

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

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

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

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

Sincerely,

Bryan Cook
City Manager

ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT

March 8, 2022

Subject: Transtech Engineers, Inc. Reference Letter

To Whom It May Concern:

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

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

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

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

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

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

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

Sincerely,

Matt Marquez

Director of Economic & Community Development

T: 626-812-5236

E: mmarquez@azusaca.gov

City of Azusa | Economic & Community Development Department
(626) 812-5200 | www.azusaca.gov



CITY OF SOUTH PASADENA

COMMUNITY DEVELOPMENT DEPARTMENT

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL. (626) 403-7220

March 11, 2022

Subject: Reference Letter for Transtech, Inc.

To whom it may concern:

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

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

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

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

Best Regards,

Angelica Frausto-Lupo
Community Development Director



March 7, 2022

Subject: Letter of reference: Transtech Engineers, Inc.

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

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

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

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

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

Sincerely,

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

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

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



CITY OF COMMERCE

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

March 8, 2022

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

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

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

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

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

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

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

Sincerely,

Jose D. Jimenez
Director of Economic Development and Planning

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



March 9, 2022

To whom it may concern,

Subject: Transtech Reference Letter

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

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

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

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

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

Sincerely,

Manuel Acosta
Community Development Director

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

Section 2 Proposed Team



CITY OF CARSON

Proposal
RFP# 23-021

**BUILDING AND SAFETY
SERVICES**

a. Project Manager

Transtech's Principal Project Manager/Principal Building Official is AYL A JEFFERSON, CBO.

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

- Over 25 years of experience.
- With Transtech 20+ years.
- Extensive experience in managing building and safety departments of different municipalities under Transtech contracts.
- Holds over 15 International Code Council (ICC) issued professional certifications including Certified Building Code Official and 2 International Association of Plumbing and Mechanical Officials (IAPMO) certifications.
- Coordinates and prepares code adoptions for Transtech contract cities.
- Involved on various ICC boards.
- Served on CALBO Green Committee on State level.
- Appointed as the first national Chair to the ICC Sustainability Membership Council.
- Currently, serving as Vice Chair (Past Chair) on ICC Sustainability Membership Council; Currently serving CALBO State Licensing Boards Committee (2019-2021); Served CALBO Community & Outreach Committee; Served ICC/Calbo California Codes Exam Committee; Served on ICC Codes & Standards Council; Served CALBO Green Committee; Chaired ICC Los Angeles Basin Chapter Inspection Committee.
- Serves as CalOES SAP Evaluator.

Ms. Jefferson will be supported by 2 of Transtech's Sr. Level Building Officials:

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

- Over 20 years of experience.
- With Transtech 10+ years.
- Extensive experience in managing building and safety departments of different municipalities under Transtech contracts.
- Prior to joining Transtech, he served as Deputy Building Official, Plans Examiner, and Senior Building Inspector for various local cities including the City of Diamond Bar, City of Yorba Linda, and City of Hemet.
- In addition to holding several ICC issued professional certifications, he is also a certified Fire Plans Examiner, and oversees Transtech Fire Plan Review operations at various client agencies. (Transtech also served as Fire Marshall for San Manuel Casino and Tribe).
- Coordinates and prepares code adoptions for Transtech contract cities.
- Involved on various ICC boards.
- Currently, serving on ICC Sustainability Membership Council Governing Committee.
- Serves as CalOES SAP Evaluator.

CEM AYAN, PE, ICC Certified Plans Examiner, Inspector

- Over 20 years of experience.
- With Transtech 10+ years.
- Extensive experience in managing the plan review process of different municipalities under Transtech contracts.
- Prior to joining Transtech, he worked as a construction engineer and for consulting firms design firms as design/field construction engineer.
- Serves as CalOES SAP Evaluator.
- Experience includes working as Structural Design Engineer.

b. Project Staff Resumes

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



Education

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

Registrations/Certifications

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

Highlights

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

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



Education

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

Registrations/Certifications

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

Highlights

- ICC Sustainability Membership Council Governing Committee

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

CEM AYAN, PE, ICC Certified Plans Examiner and Inspector



Education

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

Registrations/Certifications

- Registered Civil Engineer
- ICC Certified Plans Examiner, Inspector

Highlights

- Experience includes working as Structural Design Engineer.

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

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



Education

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

Registrations/Certifications

- ICC Certified Building Official, Plans Examiner, Building Inspector

Highlights

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

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



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

Registrations/Certifications

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

Highlights

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

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



Education

- MS, BS Civil Engineering, Cal Poly

Registrations/Certifications

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

Highlights

Mr. Kao has over 20 years of experience and has been working at Transtech as Deputy Building Official, Senior Plans Examiner, On-Site Over the Counter Plans Examiner and performed plan checks for a variety of residential and commercial projects in Cities of Alhambra, South Pasadena, and Temple City. Mr. Kao has broad knowledge of building and safety operations, including working in the capacity of Deputy Building Official and Plans Examiner. His past

experience includes working as a structural engineer for 4 years at a structural design firm.

CALVIN CHANG, PE, ICC Certified Plans Examiner



Education

- MS, BS Civil Engineering

Registrations/Certifications

- Registered Civil Engineer
- ICC Certified Plans Examiner

Highlights

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

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

ROBERT HERNANDEZ, ICC Certified Plans Examiner and Inspector



Education

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

Registrations/Certifications

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

Highlights

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

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



Education

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

Registrations/Certifications

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

Highlights

Mr. Roberts has over 30 years of experience in municipalities, including governmental development administration. He has reached the highest possible level of code administration with the Master Code Professional designation certification from the International Code

Council and has proven superior leadership abilities. He has served as Building Official, Community Development Director, Senior Plans Examiner, Plans/Residential Examiner, and Inspector for various municipalities and served as Principal Consultant. Serving as a Building Official for many years, Mr. Roberts provided the necessary code interpretations, and coordinated with agency staff and departments, and applicants on building and safety related issues. He has vast knowledge of municipal government operations, including preparation and presentation of staff reports and resolutions to city councils, committees, and related interaction with members of the public, other city departments, and other governmental agencies.

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



Education

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

Registrations/Certifications

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

Highlights

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

GREGORY AHERN, ICC Certified Inspector, ICC Certified Fire Inspector



Education

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

Registrations/Certifications

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

Highlights

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

FRANKIE LOPEZ, ICC Certified Building Inspector



Education

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

Registrations/Certifications

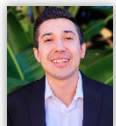
- ICC Building Inspector, ICC Residential Building Inspector, I.C.B.O. Certified-1985-16108, CalOES SAP Evaluator

Highlights

Mr. Lopez has over 28 years of experience as a Building Inspector for the City of Los Angeles.

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

NICHOLAS TARANGO, ICC Certified Building Inspector, Permit Technician



Education

- Fullerton College

Registrations/Certifications

- ICC Permit Technician, Residential Building Inspector

Highlights

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

JEREMY REED, ICC Certified Building Inspector, Permit Technician



Education

- Citrus College

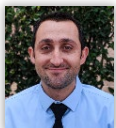
Registrations/Certifications

- ICC Certified Building Inspector, Permit Tech

Highlights

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

CAN GOZUBUYUK, ICC Certified Inspector



Education

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

Registrations/Certifications

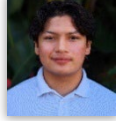
- ICC Certified Residential Building Inspector, Residential Mechanical Inspector, Residential Plumbing Inspector,

Highlights

Mr. Gozubuyuk has been working in Transtech's Building and Safety Department as a Building Inspector for various contract Cities. Mr. Gozubuyuk quickly gained his ICC Residential, Plumbing, and Mechanical Certifications and continuously serves as a Building Inspector for the City of South Pasadena, Seal Beach, Alhambra, Temple City, Huntington Park and many more. Some of his roles as a building inspector include conducting building, electrical,

mechanical, and plumbing inspections; ensuring that all proper documents are obtained prior to finalization of permits; and answering questions that contractors, developers, engineers, or homeowners may have regarding code requirements.

STEVE RIVAS, ICC Certified Building Inspector, Permit Technician



Education

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

Registrations/Certifications

- ICC Certified Residential Building Inspector and Permit Technician

Highlights

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

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



Education

- BA Public Administration
- University of Redlands MA in Management

Registrations/Certifications

- ICC Permit Technician

Highlights

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

JULIE ROBBINS, ICC Certified Permit Technician



Education

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

Registrations/Certifications

- ICC Certified Permit Technician
- CACEO Certified Code Enforcement Officer

Highlights

- Spanish Speaker

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

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

- B.A., Cal State, Long Beach

Registrations/Certifications

- Permit Tech, CalGreen Plans Examiner, and Inspector

Highlights

- Chinese Cantonese Speaker

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

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

- B.S., Cal State, Fullerton

Registrations/Certifications

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

Highlights

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

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

- Humboldt State University, CA, Bachelor of Science

Registrations/Certifications

- Registered Civil Engineer
- Licensed Land Surveyor

Highlights

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

MICHAEL ACKERMAN, PE, QSD, QSP, QISP, Sr. Engineer, Map and Engineering Plan Check**Education**

- BS in Engineering

Registrations/Certifications

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

Highlights

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

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

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

MELISSA DEMIRCI, RSP, Principal, Municipal Services Contract Manager**Education**

- BS Civil Engineering, Cal Poly Pomona

Registrations/Certifications

- Licensed Roadway Safety Professional

Highlights

Ms. Demirci has over 12 years of experience in Contract and Project Management. She oversees our municipal contracts and will service as the Contract Principal for this contract. She has her BS Degree in Civil Engineering from Cal Poly Pomona. She coordinates and interfaces with Transtech's Building and Safety Division to develop special projects to ensure a successful applicant experience during the plan review, permit issuance and inspection process. Her prior experience includes working at the City of Los Angeles, Mayor's Office Energy and Environment Team.

Melissa leads Transtech's Community Benefit Enhancement (BCE) Program, which provides volunteer and financial support for civic and community activities in client cities. This program demonstrates Transtech's commitment to the progress, health, and well-being of the communities we serve. This is something that we take pride in as a company. In services and partnership with our client Cities, we have a proven record of active engagement in City and Community events. This includes involvement or presence at City programs or events, supporting local businesses through the chamber, youth events, hosting workshops, sports, scholarship opportunities, community service, managing homelessness challenges, public

safety, crime prevention, or any other community benefit that the City wishes us to be a part of. Our goal is not just to serve as a consultant (which is what we are best at) but to also be an active partner with our clients and further enhance the City's reputation as an ideal community to live, invest, work, and play. We are deeply committed to maintaining our partnership with our valued customers, its community, and remain open and enthusiastic to receiving input on how to best serve the City's needs today and in the future.

Melissa also serves as a Planning Commissioner on the Planning Commissioner of the County of San Bernardino.

c. Key Personnel Task Allocation Matrix

Following is Key Personnel Task Allocation Matrix:

Key Staff Title	Task Allocation
AYL A JEFFERSON, CBO, CSP Principal Building Official ICC Certified Building Official, Plans Examiner and Inspector	<ul style="list-style-type: none"> • Serve as the Primary Project Manager and designated Building Official for the City. • Oversee the Building and Safety Operation, Staff Assignments. • Provide and present status updates to Department Director, City Management and City Council as directed by the City. • Represent the City as City's Building Official at professional organizations and meetings. • Provide QC/QA. • Update and adopt Building Code per State and County Updates as necessary (generally every 3 years).
DENNIS TARANGO, CBO, CSP Principal Building Official ICC Certified Building Official, Plans Examiner and Inspector	<ul style="list-style-type: none"> • Serve as the Project Manager and Building Official. • Oversee the Building and Safety Operation, Staff Assignments. • Provide and present status updates to Department Director, City Management and City Council as directed by the City. • Represent the City as City's Building Official at professional organizations and meetings. • Provide QC/QA. • Update and adopt Building Code per State and County Updates as necessary (generally every 3 years).
MELISSA DEMIRCI, RSP Contract Principal Municipal Services Contract Manager	<ul style="list-style-type: none"> • Serve as the Contract Principal. • Coordinate any contractual and maintain governmental relations with City as necessary.
CEM AYAN, PE Deputy Building Official Professional Engineer, ICC Plans Examiner and Inspector	<ul style="list-style-type: none"> • Provide Building Official Support. • Provide Sr. Level Plan Check and Inspection support to plan checkers and inspectors on complex projects, provide clarifications to resolve code related questions

JEFFREY KAO, PE, CBO, CASp ICC Certified Building Official, Plans Examiner and Inspector	<ul style="list-style-type: none"> • Sr. Plans Examiner and ADA Compliance Specialist.
JASON ROBINS, CBO, CSP Deputy Building Official ICC Certified Building Official, Plans Examiner and Inspector	<ul style="list-style-type: none"> • Provide Building Official Support. • Provide Sr. Level Plan Check and Inspection support to plan checkers and inspectors on complex projects, provide clarifications to resolve code related questions • Provide QC/QA.
JONATHAN TARANGO Building Division Supervisor ICC Certified Inspector and CalGreen Inspector/Plans Examiner	<ul style="list-style-type: none"> • Provide Sr. Level Plan Check and Inspection support to plan checkers and inspectors on complex projects, provide clarifications to resolve code related questions • Provide Sr. Level permit counter support to Permit Technician Staff. • Provide QC/QA.
JOHN TUFAN Building Division Supervisor ICC Permit Technician, CalGreen Inspector/Plans Examiner	<ul style="list-style-type: none"> • Provide Sr. Level permit counter support to Permit Technician Staff. • Manage on-line Plan Submittal Portal • Provide QC/QA.
JULIE ROBBINS Building Division Supervisor ICC Permit Technician, CACEO Certified Code Enforcement Officer	<ul style="list-style-type: none"> • Provide Sr. Level permit counter support to Permit Technician Staff. • Manage on-line Plan Submittal Portal • Provide QC/QA.
<p>Transtech has a large pool of well experienced staff and resources readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner.</p> <p>Our staff and resources include approximately 200, including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.</p> <p>Transtech will provide and maintain adequate personnel, based on the level of development activity within any given time, to ensure Building and Safety Services is delivered in an efficient, cost-effective, and timely manner.</p>	

d. Key Personnel Statement

Key personnel will be available to the extent proposed for the duration of the required services and acknowledging that no person designated as "key" shall be removed or replaced without the prior written concurrence of the City.

e. Key Staff Organizational Chart








MELISSA DEMIRCI, RSP
Principal
Municipal Services
Contract Manager





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

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

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

Subconsultants:
SOILS REPORT REVIEW SUPPORT: GEO-ADVANTEC, INC. (www.geoadvantec.com)

Readily available large of pool of staff
 Our staff and resources include **approximately 200 staff**, including building official, plan checkers, inspectors, engineers, project managers, designers, construction managers, traffic and transportation analysts, technicians, admin support personnel.
 We have a **readily available large of pool of staff** with diversified and extensive expertise in requested services and will be able to respond to service requests and mobilize our resources quickly.

Section 3 Detailed Work Plan



CITY OF CARSON

Proposal
RFP# 23-021

**BUILDING AND SAFETY
SERVICES**

a. Project Understanding and Service Philosophy

Transtech fully understands the scope of services and agrees to provide as indicated on pages 13-20 of the RFP.

Service Philosophy: Efficient, Cost-effective and Responsive Service:

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

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

We take pride in our “**Same Day Response**” motto.

- ✓ **Responsiveness is an integral part** of Transtech's “customer friendly” service approach.
- ✓ We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing “**Customer Care**” to the City, City's patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

b. Work Plan

Our Re-envisioned Service and Staffing Approach:

Our project staffing organization is structured to provide the City responsive, efficient, and cost-effective service.

Our staffing structure and organization is re-envisioned for the greatest responsiveness in a conveniently and easily accessible manner to City, residents, development community, and the public.

While our services is based on work load and staffing level will be provided in a cost effective and efficient manner, our virtual presence and accessibility to City will be on a full-time basis. Public will be able to schedule a meeting by clicking on any available date and times on our virtual Building Official, Plan Checker Calendar (which will be posted on City's web site) for an on-line face-to-face virtual meeting.

Transtech Engineers, Inc. was highlighted in APWA Southern California Chapter's Insight Magazine detailing our development of virtual solutions for municipal agencies during the "new normal". You may see the 2 articles published from links below.

- **Article 1** - Article detailing Transtech's virtual solutions during the pandemic and our response to COVID, several of our client cities have already implemented with great success (starting on page 6 of magazine): <https://www.transtech.org/apwa-insight-magazine/>
- **Article 2** - Article detailing our virtual community engagement approach for Public Works Projects during COVID (starting on page 8 of magazine): <https://www.transtech.org/transtechs-virtual-community-outreach-efforts-highlighted-in-the-american-public-works-association-apwa-insight-magazine-by-the-southern-california-chapter/>

Initial Service Transition and Assessment Approach:

Our immediate approach is for our Directors of Building & Safety Operations and Principal Building Officials (Ayla Jefferson, CBO, CSP and/or Dennis Tarango, CBO, CSP) to initially operate from City Hall so they are physically present and can respond to any questions, issues immediately on-site.

During this initial time, they will observe and evaluate the City's current Building and Safety operations to set up a system and service approach that fits the City's needs to provide responsive and efficient services in a customer-friendly manner.

Ayla and/or Dennis' continued presence during initial service assessment will ensure a seamless and smooth

transition from existing service.

During the initial service transition duration, we will assign our experienced team to perform the day-to-day operations of the Building and Safety Division to ensure services are not interrupted, guaranteeing a smooth transition and improved services to the public.

Ayla, Dennis, and their team have successfully transitioned Building and Safety services from the County of Los Angeles in two cities and from other consultants in many cities.

Transtech has completed several similar service transitions and will be able to minimize any inconveniences:

- ✓ We do not see a need for an extensive overlapping work period with the current consultant. Our staff has done similar transitions before and can handle any open issues remaining from the current consultant. The “overlapping work period” would only increase the City’s cost on staff time. Our expectation is to review the project files and address status of current/open plan checks, projects, and priority issues for transition.
- ✓ After this initial assessment and evaluation, a continued process will be implemented for day to day operations under the direction and supervision of our Directors of Building & Safety Operations and Principal Building Officials. Building and Safety staff will continue to report to our Principal Building Officials.
- ✓ Also, Ayla and/or Dennis will continue to attend meetings with the City, be conscious of our service status, and continue to provide principal level oversight, support, and guidance. They will attend meetings with City Management and City Council to provide reports and make presentations on issues related to our services and answer questions.
- ✓ Within approximately 30 days of the contract approval, Transtech will complete a thorough review of existing City policies, ordinances, and conditions pertaining to relevant services, and perform an operational, service and quality assessment and efficiency review. Based on this review, we will provide any recommendations we may have for any improvements in service quality, efficiency, and effectiveness.
- ✓ Transtech will also develop and provide to the City monitoring information that shows achievement of the performance standards, and that personnel are providing helpful and courteous service to customers. The monitoring may include, but is not limited to, customer feedback through written questionnaires, interviews, and observations at the building counter and during building permit inspections and statistical reports.

Coordination:

One of the unique qualifications of Transtech is that we serve public agencies as municipal contract service providers, including Contract City Engineer, City Traffic Engineer, Building Official, CIP Manager, Planner and in other capacities.

Several of our Sr. Staff members have previously worked for Public Agencies in various capacities, such as Public Works Directors, City Engineers, City Traffic Engineers, Project Managers, Inspectors, Building Officials, Planners, and various other capacities.

We are very familiar with public agency procedures, working and coordinating with various departments, preparing and presenting staff reports at City Council Meetings, Community/Public Relations, Inter-agency Coordination.

We have extensive experience working with Public Agencies in similar assignments. We are accustomed to

working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies.

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

Electronic Plan Check and Virtual Meeting Calendar set-up:

Transtech has integrated many technological assets into its services to provide most efficient and cost-effective service. We provide fully automated electronic plan submittal, checking and tracking. We provide this on our company portal, as well as offer same portal to our client cities on their web sites.

Below are mock samples of how Electronic Plan Check and Virtual Counter Portals may look like:

The image displays three mockups of the City of Carson Building & Safety Department portals. The left mockup shows an appointment booking interface with a calendar for July 2023. The middle mockup shows a 'Plans Accepted for Review' list including Building, Electrical, Grading, Mechanical, Plumbing, and Solar, along with instructions for using the online plan submittal portal. The right mockup shows a login form with fields for Email and Password, a Login button, and links for 'Forgot Your Password?' and 'Create an Account'.

Service Methodology:

Plan Check Processing:

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

Plan Check Coordination:

- Our plan checkers respond to questions from the architect, engineer, designer, applicant, etc. When requested, our plan checkers also meet with the architect, engineer, designer, applicant, etc. at our offices to answer questions or for rechecks.

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

Approach to Meeting with Applicants:

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

Expedited/Off-Business Hours/Weekend Services:

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

Quick Turn Around and Expedited Service:

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

- ✓ The initial check for building plans for new large scale high density multi-family and mixed-use projects shall be completed within twenty (20) working days or less from the date of plan submittal.
- ✓ The initial check of building plans for new commercial, industrial and residential buildings shall be completed within ten (10) working days or less from the date of plan submittal.
- ✓ The initial check of building plans for commercial, industrial and residential remodels, renovations and additions shall be completed within five (5) working days or less from plan submittal.
- ✓ All rechecks of building plans shall be completed within five (5) working days or less from resubmittal.
- ✓ Plan Check review for routine and simple structures and items shall be completed over-the-building counter. Routine and simple structures and items include but are limited to; reroofs; patio covers; and fences/walls.

Training and Mentoring Program:

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

Emergency Response:

In the event of a local or regional emergency or disaster, our staff will be accessible to the extent feasible based on the conditions and circumstances. All of our building officials and inspectors have gone through extensive training to be **SAP Evaluator and registered with the State of California Safety Assessment Program.**

Employment Opportunities for Local Residents:

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

Readily Available Staff:

Transtech has a large pool of well experienced in-house staff readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner.

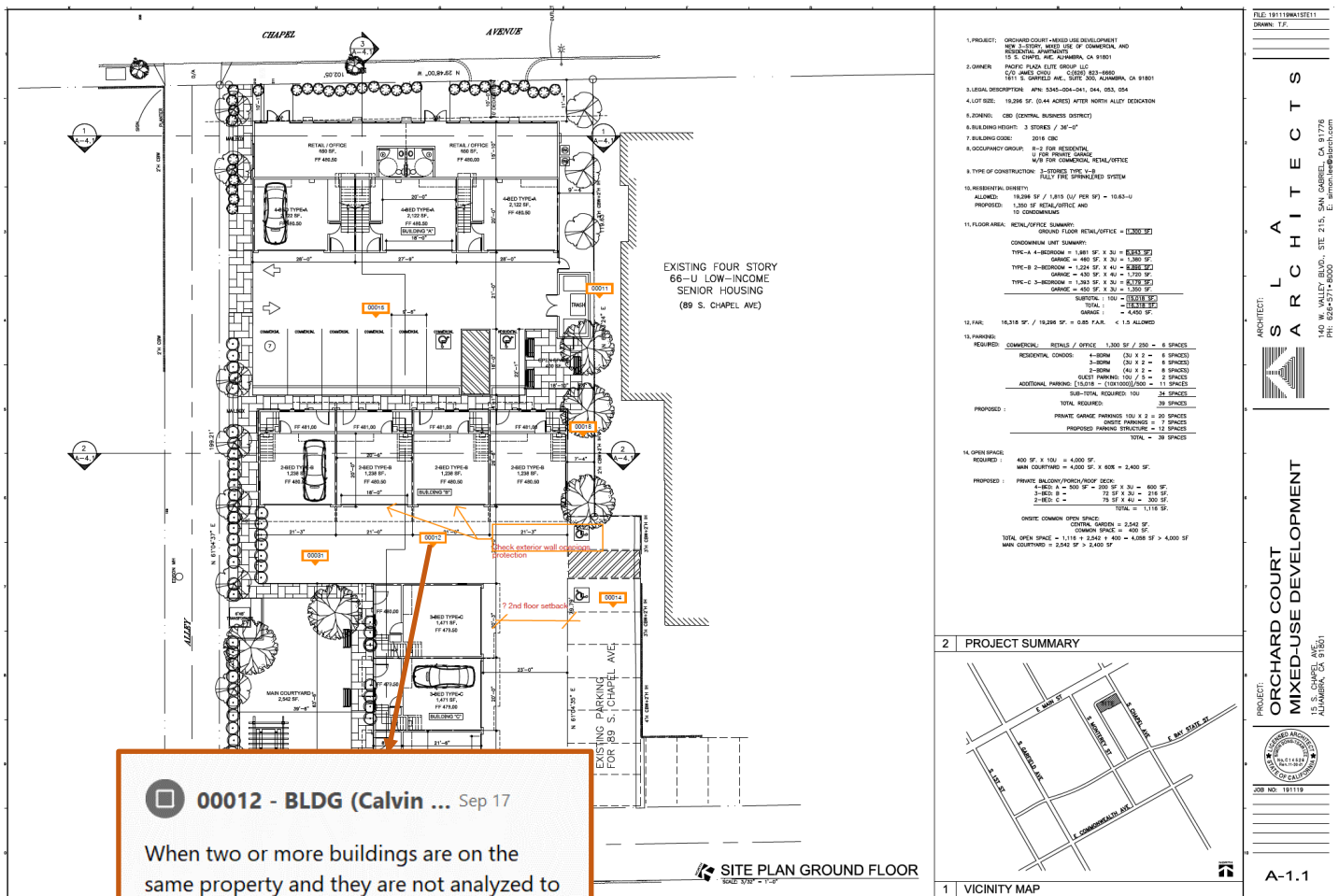
Virtual Counter:

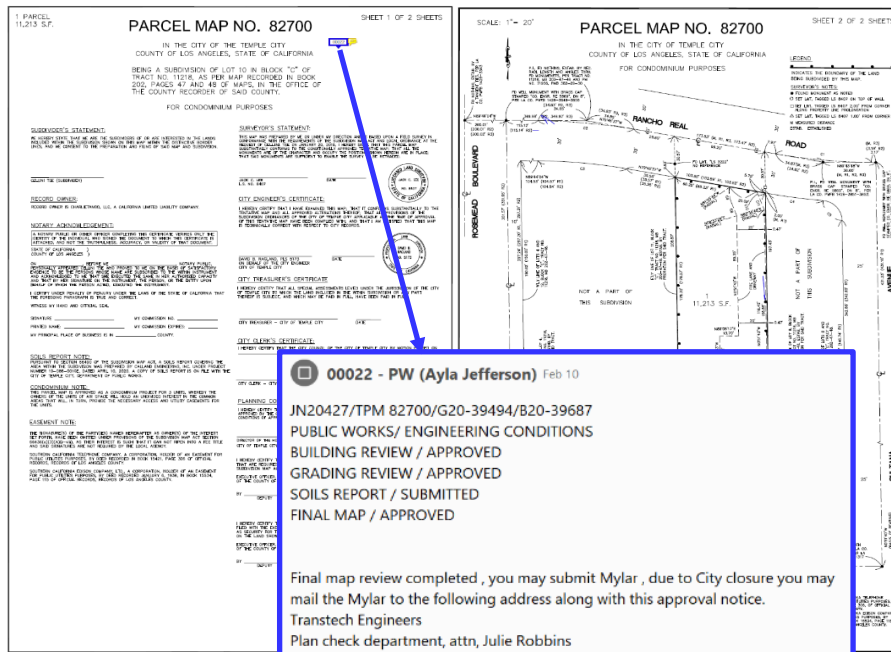
We offer virtual meetings with plan checkers. Please [click here](#) to explore the virtual plan check counter appointment calendar for one of the Cities,

Electronic Plan Check:

Transtech provides Electronic Plan Check. Please [click here](#) for a sample of our electronic plan check portal at one of our contract Cities. We offer electronic plan check submittal portal to our client cities at no additional cost.

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





Scope of Work

FINAL MAP FOR 9040 RANCHO REAL ROAD 82700

Instructions

IMPORTANT – PLEASE READ THE FOLLOWING:

1. This list of plan approval requirements is from the City Public Works only. All of the requirements on this list must be satisfied in order to obtain plan approval from the Public Works Department. Approval of these plans does not grant approval to violate any Code or any State or Federal Law. This list of approval requirements is not to be construed as a guarantee that all code violations have been identified and corrected.
2. The City is committed to assisting you obtain plan approval in the shortest time possible. Every effort was made by the reviewer to verify that these plans comply with current Code requirements. Some of the requirements identified in this list may already appear on your plans. As a means of expediting the review of your plans, the reviewer may have listed required items with the intention that you, as the person most familiar with your plans, will be able to identify where the required information can be found. You can also help reduce plan review turn-around time by providing all requested information along with your first plan resubmittal.
3. Indicate in the clear space provided to the left of each plan

Page 1 | Comment 00022
 PM82700-1-8-2020.pdf
 00022
 + Ayla Jefferson
 + ayla.jefferson@transtech.org

10 February 2021

**CITY OF TEMPLE CITY
 PUBLIC WORKS DIVISION**

TC-FM82700

9040 Rancho Real Rd
 Temple City, CA
 United States

Project Information

FM 9040 Rancho Real

+ Submittal: 3rd Submittal + Reference Number: JN 20427/PM 82700

Files and Attachments

+ PM82700-1-8-2020.pdf

Contacts

Xiping Yang
 714-671-1050 ext. 119
 ping@callandeng.com

approval requirement where, on your plans, compliance is specified. Please indicate a specific note number, detail number and/or location within a sheet. To reduce plan approval turn-around time, please do not simply respond with a sheet number.

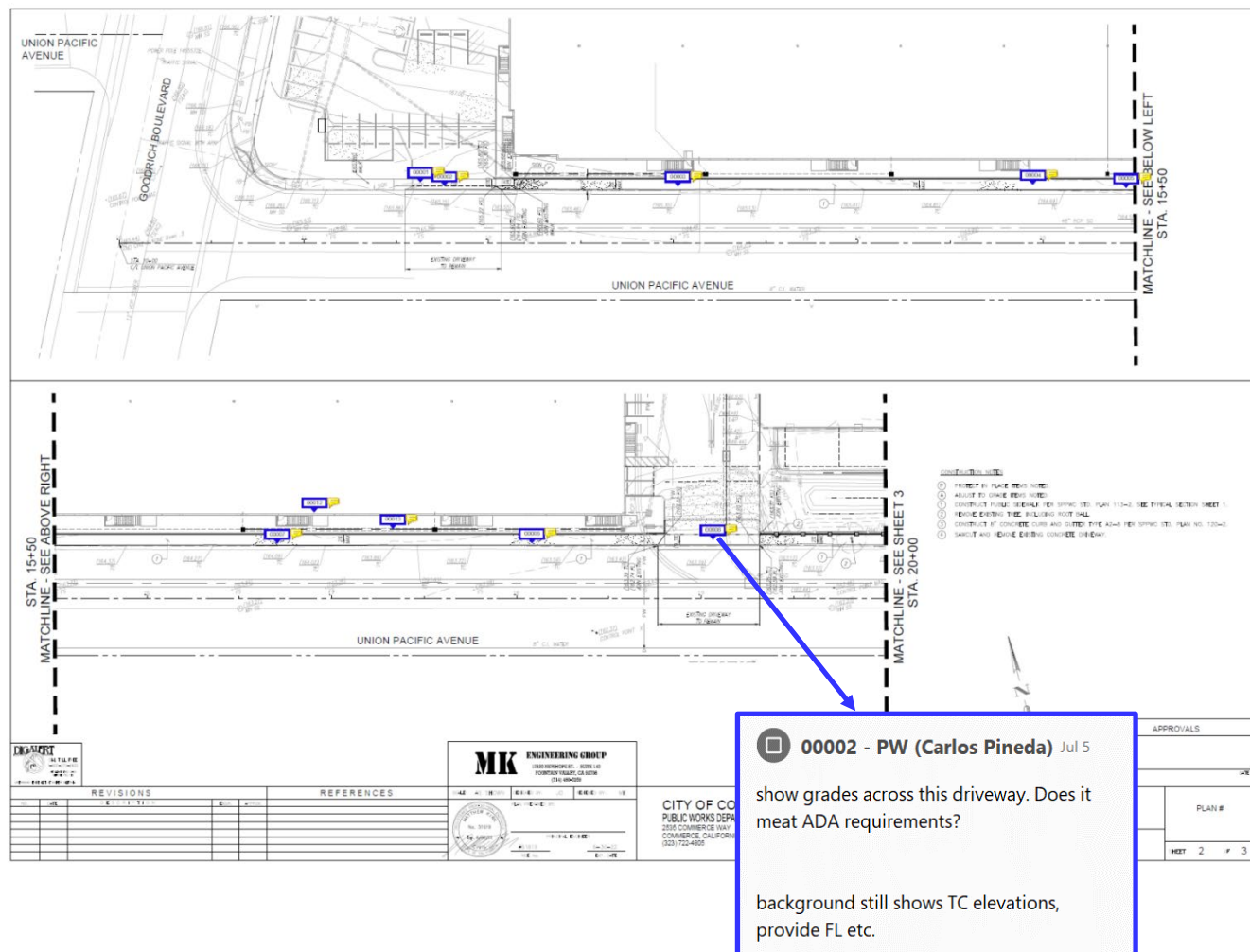
4. An encroachment permit shall be obtained, and fees paid for construction inspection prior to starting work. For questions contact the Public Works Department permit counter.

Administration

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

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

Transtech Engineers
 Plan check department, attn, Julie Robbins
 13367 Benson Ave



Other Services:

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

c. Approach to Managing Resources

Transtech has a large pool of well experienced in-house staff readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner.

Our plan check and Inspection is managed thru a centralized system.

When a plan check order is received, it is logged and reviewed by Building Staff and then assigned to applicable plan checkers. The plan check duration is monitored thru the plan check log data base, which

generates messages at identified intervals to inform plan checker and supervising Sr. Staff so that they are aware of how the progress and status continuously. If any potential delay is monitored, necessary steps are taken, such as meeting with plan checker to review the schedule, workload, performance, and identify actions, including assigning additional staff, if necessary, to ensure timely completion of assignment.

Inspectors receive their next day inspection routes/stops by 4 pm previous work day. Inspection routes/stops assigned/scheduled to maximize the number of inspections that can be performed effectively. If an inspector calls in sick, a replacement inspector is assigned immediately from our inspection staff pool to perform the scheduled inspections.

If an inspector has a question during field inspection for any clarifications, he/she contacts one of the assigned Sr. Building Staff for a virtual field review of the case on the spot to handle/resolve the subject efficiently.

Transtech will provide and maintain adequate personnel, based on the level of development activity within any given time, to ensure plan checks are delivered in a timely manner.

Section 4 Schedule of Rates

Submitted as a separate document titled "COST PROPOSAL" on PlanetBids as specified in City's RFP Portal



CITY OF CARSON

Proposal
RFP# 23-021

**BUILDING AND SAFETY
SERVICES**

Section 5 Appendices



CITY OF CARSON


Proposal
RFP# 23-021

**BUILDING AND SAFETY
SERVICES**

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

Following items may be discussed:

- For insurability purposes, any duty to defend which is not expressly deleted or defined as a reimbursement to the extent of the adjudicated negligence will present insurability issues.
- Insurance may not cover payment for any of the City's' defense related cost prior to a final determination of liability or to pay any amount that exceeds Contractor's finally determined percentage of liability based upon the comparative fault of Contractor. Consultant should reimburse all reasonable attorneys' fees as part of City's total damages tied directly to Consultant's determined percentage of fault.
- For insurability purposes, one of the most important contract terms is to ensure the word "negligent" is evident in the indemnity clause. Absent a negligence trigger for claims, a client or owner could present claims with no allegations of negligence, and the professional liability may have coverage implications. Inserting "negligent" acts, errors, or omissions can help make the entire indemnity subject to an appropriate standard of care.
- Many contracts use phrases such as: "arising out of or in connection with". This can allow the certificate holder to assert claims that vaguely involve our scope of services. By replacing such phrases with "but only to the extent actually caused by", the claimant must establish that the negligence was the proximate cause of the damage, otherwise known as direct causation, would be insurable.
- For insurability purposes, we suggest limiting the obligation to only those parties with whom we have the contract, or who are in direct contractual privity to the project owner.



CERTIFICATE OF LIABILITY INSURANCE

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

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

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

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549	CONTACT NAME: Marie Swaney PHONE (A/C, No, Ext): 626-696-1890 FAX (A/C, No): E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com														
License#: 6003745	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Travelers Casualty and Surety Co of America</td> <td>31194</td> </tr> <tr> <td>INSURER B : Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C : The Travelers Indemnity Company of Connecticut</td> <td>25682</td> </tr> <tr> <td>INSURER D : Sentinel Insurance Company</td> <td>11000</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Casualty and Surety Co of America	31194	INSURER B : Travelers Property Casualty Company of America	25674	INSURER C : The Travelers Indemnity Company of Connecticut	25682	INSURER D : Sentinel Insurance Company	11000	INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

INSURED
 Transtech Engineers, Inc.
 909-595-8599
 13367 Benson Ave
 Chino CA 91710-3009

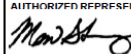
COVERAGES
CERTIFICATE NUMBER: 60570467
REVISION NUMBER:

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

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

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

CERTIFICATE HOLDER
CANCELLATION 30 Day Notice will be sent to holder

PROVIDED FOR INFORMATION PURPOSES	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
-----------------------------------	--

Submitted To City of CARSON

701 East Carson Street
Carson, CA 90745

Attn.: Saied Naaseh
Community Development Director

Submitted on PlanetBids by 4PM on
Thursday, 06/08/2023



Fee Proposal

RFP# 23-021

BUILDING AND SAFETY SERVICES



TRANSTECH

Est. 1989

www.transtech.org
855.595.2495 (toll-free)

Submitted By
Transtech Engineers, Inc.

Contact Person for this Proposal:

Melissa Demirci, RSP
Principal, Municipal Services Contract Manager
E: melissa.demirci@transtech.org; C: 714-598-8896

Ayla Jefferson, CBO
Principal Building Official
E: ayla.jefferson@transtech.org; C: 909-851-5765

LETTER OF TRANSMITTAL

June 8, 2023

City of CARSON
701 East Carson Street
Carson, CA 90745

Attn.: Saied Naaseh, Community Development Director



About Transtech Video Highlight:
[CLICK HERE](#)

Submitted on PlanetBids

Fee Proposal, RFP# 23-021
BUILDING AND SAFETY SERVICES

Dear Mr. Naaseh:

As required, Fee Proposal is submitted separately.

Thank you for the opportunity to submit this proposal.

Should you have any questions, or require additional information, please contact us.

Transtech Engineers, Inc.

Melissa Demirci, RSP
Principal, Municipal Services Contract Manager
E: melissa.demirci@transtech.org
C: 714-598-8896

Ayla Jefferson, CBO, CSP
Principal Building Official
E: ayla.jefferson@transtech.org
C: 909-851-5765

Following documents in pdf file format are submitted on PlanetBids as specified in City’s RFP Portal:

- COST FILE
- RESPONSE FILE
- AFFIDAVIT OF NO-COLLUSION AND NON-DISCRIMINATION
- AFFIDAVIT OF NON FEDERAL LOBBYIST REQUIREMENTS
- CERTIFICATION OF COMPLIANCE WITH LABOR CODE SECTION 3700
- CLIENT REFERENCE LIST
- DEBARMENT AND SUSPENSION CERTIFICATION
- INSTRUCTIONS FOR ENTERING ELECTRONIC BIDS
- W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

Our proposal is submitted in the format specified in “**RFP, C. PROPOSAL CONTENT, 3. TECHNICAL PROPOSAL**”, and includes the following sections as required:

Section	Page
1. Qualifications, Relevant Experience, and References	1.1 – 1.19
a. Brief Profile of Firm	1.1
b. Firm’s Financial Condition	1.6
c. Experience in Similar Services	1.6
d. Certifications and/or Licenses	1.8
e. Specialized Training, Experience, and Professional Competence	1.9
f. Sub-consultants	1.10
g. References	1.10
2. Proposed Team	2.1 – 2.12
a. Project Manager	2.1
b. Project Staff Resumes	2.2
c. Project Key Personnel Task Allocation Matrix	2.10
d. Key Personnel Statement	2.11
e. Key Staff Organizational Chart	2.12
3. Detailed Work Plan	3.1 – 3.9
a. Project Understanding and Service Philosophy	3.1
b. Work Plan	3.2
c. Approach to Managing Resources	3.8
4. Schedule of Rates	4.1 – 4.1
Submitted as a separate document titled “COST PROPOSAL” on PlanetBids as specified in City’s RFP Portal	
5. Appendices	5.1 – 5.1

Section 4

Schedule of Rates

Submitted as a separate document titled "COST PROPOSAL" on PlanetBids as specified in City's RFP Portal



CITY OF CARSON

Proposal
RFP# 23-021

**BUILDING AND SAFETY
SERVICES**

Our goal is to provide the services in an efficient and cost-effective manner.

We have provided 2 Compensation tables that can be used in establishing the best approach for cost-effective fair fee structure. Services may be provided based on % based fees or on time and material-based fees, or combination of two.

OPTION 1

Plan review, permit issuance and inspection services per sliding scale % of the monthly Building Division fees collected

Service Description	Fees effective through June 30, 2024
Monthly Building Division fees collected	Sliding Scale %
\$0 to \$200,000	63%
\$200,001 to \$350,000	60%
\$350,001 and above	55%
The min monthly fee no less than	\$95,000
Building Official	per the schedule of hourly rates
Any other staff services	per the schedule of hourly rates
Where no fees collected, or reduced for plan check or permits, entitlement reviews, LID Compliance, Soils Report, Hydrology Report Reviews and other additional services requested shall be per the hourly standard rates.	
Hourly Rates are increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.	

OPTION 2

Combination of % and hourly rates

Plan review services per % of plan check fees and staff services per the schedule of hourly rates.

Service Description	Fees effective through June 30, 2024
Plan Checks	65% of the plan check fees
Building Official	\$160/hr.
Deputy Building Official	\$155/hr.
Plan Checker	\$150/hr.
Supervisor	\$135/hr.
Building Inspector	\$120/hr.
Permit Technician	\$85/hr.
Admin/clerical	\$60/hr.
Any other services	per the schedule of hourly rates
Where no fees collected, or reduced for plan check or permits, entitlement reviews, LID Compliance, Soils Report, Hydrology Report Reviews and other additional services requested shall be per the hourly standard rates.	
Hourly rates are increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.	

Transtech's Fee Schedule for all staff classifications:

<p>TRANSTECH ENGINEERS, INC. SCHEDULE OF HOURLY RATES Effective: July 1, 2023 - June 30, 2024</p> <p>Rates are average ranges, negotiable and can be adjusted to establish a fee for each assignment based on the specific project's scope, when such projects are identified by the City.</p>

ENGINEERING	
Field Technician	\$85 - \$95
Engineering Technician	\$95 - \$105
Assistant CAD Drafter	\$105 - \$120
Senior CAD Drafter	\$120 - \$135
Associate Designer	\$135 - \$150
Senior Designer	\$150 - \$165
Design Project Manager	\$190 - \$200
Assistant Engineer	\$115 - \$125
Associate / Staff Engineer	\$145 - \$160
Senior Civil Engineer	\$200 - \$220
Traffic Analyst Technician	\$100 - \$110
Associate Traffic Analyst	\$150 - \$160
Senior Traffic Analyst	\$160 - \$170
Professional Transportation Planner	\$170 - \$185
Traffic Engineer Technician	\$95 - \$105
Associate/Staff Traffic Engineer	\$145 - \$160
Traffic Engineer	\$170 - \$185
Senior Traffic Engineer	\$185 - \$205
Project Manager	\$185 - \$205
Senior Project Manager	\$205 - \$220
Deputy City Engineer	\$170 - \$190
City Engineer	\$190 - \$205
Principal Engineer	\$205 - \$225
BUILDING & SAFETY	
Permit Technician	\$75 - \$85
Plan Check Technician/Analyst/Supervisor	\$125 - \$140
Building Inspector	\$115 - \$130
Senior Inspector	\$125 - \$140
Plans Examiner/Checker	\$140 - \$155
Plan Check Engineer	\$150 - \$170
Deputy Building Official	\$160 - \$170
Building Official	\$165 - \$180

CONSTRUCTION MANAGEMENT	
Labor Compliance Analyst	\$145 - \$155
Funds Coordinator	\$150 - \$160
Office Engineer	\$145 - \$155
Construction Inspector	\$140 - \$150
Senior Construction Inspector	\$150 - \$160
Construction Manager	\$170 - \$185
Resident Engineer	\$185 - \$200
PUBLIC WORKS INSPECTION	
Public Works Inspector	\$140 - \$150
Senior Public Works Inspector	\$150 - \$160
Supervising PW Inspector	\$160 - \$170
SURVEY AND MAPPING	
Survey Analyst	\$150 - \$155
Senior Survey Analyst	\$155 - \$160
2-Man Survey Crew	\$345 - \$360
Survey & Mapping Specialist	\$185 - \$200
Licensed Land Surveyor	\$210 - \$220
FUNDING & GRANT WRITING	
Funds Analyst	\$145 - \$150
Senior Funds Analyst	\$150 - \$160
Grant Writer	\$165 - \$170
Funds & Grant Project Manager	\$185 - \$195
PLANNING	
Community Development Technician	\$80 - \$90
Planning Technician	\$90 - \$100
Assistant Planner	\$100 - \$120
Associate Planner	\$120 - \$140
Senior Planner	\$145 - \$165
Planning Manager	\$170 - \$190
ADMINISTRATIVE STAFF	
Administrative/Clerical	\$70 - \$80
Project Accountant	\$80 - \$90

The above fees are increased each year July 1st automatically by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.