

**CITY OF LA HABRA
PROFESSIONAL SERVICES AGREEMENT
WITH
TRUE NORTH COMPLIANCE SERVICES**

THIS AGREEMENT is made and entered into this 30th day of June, 2026 ("Effective Date"), by and between the CITY OF LA HABRA, a municipal corporation ("City"), and True North Compliance Services ("Consultant").

W I T N E S S E T H:

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to provide On-Call Plan Check and Building Inspection Services, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" (the "Project") and desire to set forth their rights, duties, and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the Consultant's Proposal ("Proposal"), attached hereto as Exhibit "A" and incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement. Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. Officers and employees shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Evaluations of the work will be done by the City Manager or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State, and local laws and ordinances applicable to the services required under this Agreement. Consultant warrants that it is not suspended or debarred from doing business with the United States government and can legally be paid from federal funds. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender, or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, a notice setting forth provisions of this non-discrimination clause.

Consultant shall, in all solicitations and advertisements for employees placed by, or on behalf of Consultant shall state that all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, marital status, national origin, or mental or physical disability. Consultant shall cause the paragraphs contained in this Section to be inserted in all subcontracts for any work covered by the Agreement, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of City. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense. All insurance requirements contained in this Agreement are independently applicable to any and all subcontractors that Consultant may engage during the term of this Agreement.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "A".

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal or which is inconsistent with or in violation of the provisions of this Agreement unless the City or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable. Should the City request in writing additional services that increase the hereinabove described "Scope of Services", an additional fee based upon the Consultant's standard hourly rates shall be paid to the Consultant for such additional services. Such increase in additional fees shall be limited to 10% of the total contract sum. The City Manager is authorized to approve a Change Order for such additional services. Where the original contract is \$35,000.00 or less, City Council approval shall be required prior to any increase bringing the total compensation to more than \$35,000.00.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Each invoice shall describe in detail the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City or its Project Manager for inspection and/or audit at mutually convenient times for a period of three (3) years from the Effective Date.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Said services shall be performed in strict compliance with the Project Schedule approved by City as set forth in Exhibit "A".

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party. If a delay beyond the control of the Consultant is encountered, a time extension may be mutually agreed upon in writing by the City and the Consultant. The Consultant shall present documentation satisfactory to the City to substantiate any request for a time extension.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for an original term of one (1) year; or, until such time as it is terminated pursuant to the provisions in Article V of this Agreement. The City shall have one (1) option to extend the term for a period of up to two (2) years, which the City may exercise in its sole, absolute discretion.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending, or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing at least fifteen (15) days prior written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City. If the City suspends, terminates, or abandons a portion of this Agreement such suspension, termination, or abandonment shall not make void or invalidate the remainder of this Agreement.

If the Consultant defaults in the performance of any of the terms or conditions of this Agreement, it shall have ten (10) days after service upon it of written notice of such default in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

The City shall have the right, notwithstanding any other provisions of this Agreement, to terminate this Agreement, at its option and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement, immediately upon service of written notice of termination on the Consultant, if the latter should:

- a. Be adjudged a bankrupt;
- b. Become insolvent or have a receiver of its assets or property appointed because of insolvency;
- c. Make a general assignment for the benefit of creditors;
- d. Default in the performance of any obligation or payment of any indebtedness under this Agreement;
- e. Suffer any judgment against it to remain unsatisfied or unbonded of record for thirty (30) days or longer; or

- f. Institute or suffer to be instituted any procedures for reorganization or rearrangement of its affairs.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the date of City's written notice of termination within thirty-five (35) days after service of the notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the services contemplated herein whether delivered to the City or in the possession of the Consultant. City shall not be liable for any claim of lost profits.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps, and reports, shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

5.0. INSURANCE

5.1. Insurance. The Consultant and all subcontractors, if any, shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement, including any extension thereof, insurance as set forth in Exhibit "B" attached hereto and incorporated herein by this reference.

Neither the City nor any of its officers, officials, agents, employees, or volunteers makes any representation that the types of insurance and the limits specified to be carried by Consultant under this Agreement are adequate to protect Consultant. If Consultant believes that any such insurance coverage is insufficient, Consultant shall provide, at its own expense, such additional insurance as Consultant deems adequate.

5.2. Deductible or Self-Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.3. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages, as well as providing the City with the required endorsements in a form and content approved by City, prior to performing any services under this Agreement. The certificates of insurance and endorsements shall be attached hereto as Exhibit "C" and incorporated herein by this reference.

5.4. Non-limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives, and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives, and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. City shall designate a Project Manager to work directly with Consultant in the performance of this Agreement. It shall be the Consultant's responsibility to assure that the Project Manager is kept informed of the progress of the performance of the services and the Consultant shall refer any decision, which must be made by City, to the Project Manager. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Project Manager.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with City during the term of this Agreement and who shall not be changed by Consultant without the express written approval by the City. Consultant or its Project Manager shall attend and assist in all coordination meetings called by City.

6.4. Notices. Any notices, documents, correspondence, or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or if mailed, shall be addressed as set forth below and placed in a sealed envelope, postage prepaid, and deposited in the United States Postal Service. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 72 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

True North Compliance Services
3355 E. Spring St. #302
Long Beach, CA. 90806

Tel: 858-260-0495

Attn: Isam Hasenin

IF TO CITY:

City of La Habra
110 E. La Habra Blvd.
La Habra, CA 92683

Tel: 562-383-4010

Attn: City Manager

6.5. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.6. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California. Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

6.7. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet, or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting, or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.8. Indemnification and Hold Harmless. Consultant agrees to protect, defend, indemnify, and hold free and harmless the City, its officers, officials, agents, employees, and volunteers, at Consultant's sole expense, from and against any and all claims, liabilities, demands, actions, expenses, damages, suits or other legal proceedings brought against the City, its officers, officials, agents, employees, and volunteers arising out of or in any way connected with the performance of the Consultant, its employees, and/or authorized subcontractors' work undertaken pursuant to this Agreement including all acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of the Consultant, its employees and/or subcontractors. The defense obligation provided for hereunder shall apply whenever any claim, action, complaint or suit asserts liability against the City, its officers, officials, agents, employees, and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable, and whether or not there is any evidence of fault or wrongdoing by the Consultant, its employees and/or its subcontractors. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.9. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation,

Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, State, or Federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.12. Ownership of Documents. All findings, reports, documents, information, and data including, but not limited to, computer tapes or discs, preliminary notes, working documents, files, and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City but shall be made available to the City within ten (10) days of request or within ten (10) days of termination. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, preliminary notes and working documents, in any form, including but not limited to, computer tapes, discs, files audio tapes, or any other Project related items as requested by City or its authorized representative, at no additional cost to the City. Consultant or Consultant's agents shall execute such documents as may be necessary from time to time to confirm City's ownership of the copyright in such documents.

6.13. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information, and data, including, but not limited to, computer tapes, discs, or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 7920.000 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code Section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.14. Conflict of Interest. Consultant and its officers, employees, associates, and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates, and subconsultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates, or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute. Consultant's duties and services under this Agreement shall not include preparing or assisting the City with any portion of the City's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the City. The City shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Consultant shall cooperate with the public entity to ensure that all bidders for a subsequent contract on any subsequent phase of this project, if any, have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by Consultant pursuant to this Agreement.

6.15. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates, and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.16. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.17. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and

conditions of this Agreement and those of any such provision or provisions so incorporated by reference, the conflict shall be resolved by giving precedence in the following order, if applicable: This Agreement, the City's Request for Proposals, the Consultant's Proposal.

6.18. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.19. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.20. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.21. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.22. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.23. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.24. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.25. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.26. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this

Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CITY OF LA HABRA,
A municipal corporation

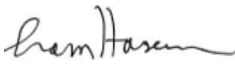
Jim Sadro, City Manager

Date: _____

ATTEST:

Rhonda J. Barone, CMC, City Clerk
of the City of La Habra

CONSULTANT:



Signature

Isam Hasenin, President
Name and Title

Date: May 28, 2026

APPROVED AS TO FORM:

Keith F. Collins, City Attorney

Date: _____

APPROVED AS TO CONTENT:

Ginger Ivey, Management Analyst

Date: _____

DEPARTMENTAL APPROVAL:

Susan Kim, Director Community Development

Date: _____

EXHIBIT A
CONSULTANT'S PROPOSAL AND SCOPE OF WORK



YOUR TRUSTED PARTNER FOR COMPREHENSIVE MUNICIPAL SERVICES

*Proposal for On Call Plan Check and Building
Inspection Services:*

City of La Habra

PRIMARY CONTACT: ISAM HASENIN, MSCE, PE, CBO

EMAIL: ISAM@TNC SERVICES.COM

PHONE: (858) 260-0495

ADDRESS: 3355 E. SPRING ST, #302, LONG BEACH, CA 90806



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APPENDIX: RESUMES

1. COVER LETTER

May 3, 2026

Susan Kim, Director of Community and Economic Development

City of La Habra

110 East La Habra Boulevard

La Habra, CA 90631

Dear Ms. Kim,

True North Compliance Services Inc. is pleased to present our proposal for the City of La Habra's Request for Proposals: *On Call Plan Check and Building Inspection Services*. Our philosophy and guiding principles are centered around the commitment to providing public agencies with high-quality, professional consulting services in a timely and cost-effective manner. We take pride in our ability to provide exemplary services and deep technical expertise to our clients

Isam Hasenin, President and CEO of True North Compliance Services, Inc., is the *primary* contact for the firm and the person with whom the City can communicate with throughout this RFP process. He is authorized to represent, sign and bind True North Compliance Services, Inc. in a contractual agreement with the City of La Habra. His email address is Isam@TNCServices.com and phone number is (858) 260-0495. We will serve the City of La Habra from our main office at 3355 E. Spring St., #302, Long Beach, CA 90806.

Prior to founding True North Compliance Services, Inc., Isam Hasenin cultivated an impeccable reputation over his 30-year career; not only as a forward-thinking, customer service-centric public agency administrator, but also as a licensed Civil Engineer and technical manager providing high-quality, responsive service to public agencies and their constituents.

True North Compliance Services, Inc. understands the City of La Habra's need for *On Call Plan Check and Building Inspection Services* to augment its staff due to the high level of permit activities and the need to provide professional, high-quality and responsive service. Our depth and breadth of resources will allow us to continue to meet the demands and requests of the City in a timely and effective manner. Not only do we respond quickly to requests to review building plans and perform inspection services on an as-needed basis, we respond confidently, and with urgency, to fluctuations in workload and/or any requests for expedited project reviews. Our project manager actively maintains an open line of communication with the Building Official and/or Building and Safety managers and will respond to requests within 24 hours.

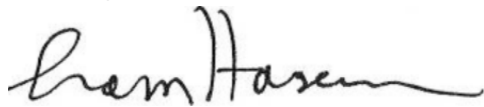
Our commitment to the City of La Habra is to continue providing the highest quality *On Call Plan Check and Building Inspection Services* to you and your clients. We attest that we have thoroughly reviewed this RFP in completion and are willing and able to perform the services described. Additionally, we commit to the following:

1. Unparalleled Building and Safety expertise of team members, and highest quality plan reviews and inspection services.
2. Streamlined communication with the Director of Operations serving as the single point of contact, maintaining open lines of communication with City staff, managers and permit applicants.
3. Provide a certified experienced Building Official when requested by the city.

4. Provide experienced and certified Building Inspectors to fulfill city needs to ensure inspection demands are met.
5. Supply any necessary plan review staffing levels to meet the volume of work and level of permit activities.
6. Provide experienced permit technicians to work on site, as needed.
7. Consistently implement a rigorous quality assurance program for all services we provide.
8. Actively work one-on-one with designers and/or developers to provide high-quality, responsive plan review services, address plan check comments and ensure positive customer experience outcomes.
9. Guarantee a balance of consistency, conformance, and efficiency in all plan reviews.
10. Ability to provide pick up/drop off of hard copy plans from City offices, upon request.
11. Professionally prepared comment lists with clear reference to applicable code sections.
12. Commitment to reviewing plans within the agreed upon turn-around times.
13. Ability to provide expedited plan review services, upon request.
14. Availability to meet with applicants during pre-application and discretionary phase to provide high-level code review.
15. Ability to assist the City in responding to natural disasters by supplying certified engineers and inspectors.
16. Ability to provide technical support to the Building Official and staff such as training, code adoption, developing technical policies, procedures and review/recommendations for Alternate Materials and Methods Requests (AMMR).
17. Our President, Isam Hasenin and our Vice President, Amar Hasenin, are committed to regular meetings with the Community Development Director and Building Official to discuss process, procedures, technical issues and receive feedback on performance of True North staff.

I am confident True North Compliance Services, Inc., will exceed the City's expectations and provide unparalleled, high-quality and timely services to the city. We look forward to continuing our work with you and your team and strengthening our long, successful relationship with the City of La Habra.

Sincerely,

A handwritten signature in black ink, appearing to read "Isam Hasenin", with a stylized, flowing script.

Isam Hasenin, MSCE, P.E., CBO, President

2. ACKNOWLEDGMENT OF ADDENDA

True North Compliance Services, Inc. hereby acknowledges receipt of, and represents that it has reviewed, any and all addenda issued in connection with the foregoing Request for Proposals, and agrees to comply fully with all requirements set forth therein.

3. STATEMENT OF VALIDITY

True North Compliance Services, Inc. affirms that the terms set forth in this proposal shall remain valid for a period of not less than one hundred and eighty (180) days from the date of submittal.

4. FIRM PROFILE

FIRM HISTORY

True North Compliance Services, Inc. is an S-Corp, founded and incorporated in California in 2020. It is owned by Isam Hasenin and Amar Hasenin, with Amar Hasenin becoming an owner in 2024. We are a full-service, comprehensive provider of Building, Fire, Planning and Engineering Services including plan review, building inspection, permit technician, building department administration, code enforcement, planning, fire services and other related services. With a dynamic team of over seventy licensed/certified plan review engineers, plans examiners, inspectors and permit technicians, we are confident in our abilities to serve the needs of the City of La Habra. Our highly experienced team includes seven Structural Engineers (SE) and fifteen Professional Engineers (PE) in Civil, Mechanical, Electrical and Fire Protection disciplines. In addition, we are fully staffed with experienced and certified plans examiners, inspectors and permit technicians.

OFFICE LOCATIONS

True North Compliance Services, Inc. has three offices, strategically located to serve any jurisdiction in California. We will serve the City of La Habra from our main office in Long Beach, CA:

MAIN OFFICE:

Region: Los Angeles

Address: 3355 E. Spring St., #302, Long Beach, CA 90806.

Phone: (562) 533- 8030

ADDITIONAL OFFICES:

Region: Bay Area

Address: 1336 N. Carolan Ave., Suite 106, Burlingame, CA 94010

Phone: (562) 533- 8030

Region: San Diego

Address: 8369 Vickers St., Suite 207, San Diego, CA 92111

Phone: (562) 533- 8030

SCOPE OF SERVICES OFFERED

True North Compliance Services, Inc. is a full-service, comprehensive provider of Building, Fire, Engineering and other related services. With four offices in California to serve the city and a staff of over 70 professionals, we are confident we have the depth and breadth of resources to meet the needs of the City of La Habra.

True North Compliance Services' philosophy, guiding principles and commitment to the City of La Habra are centered on creating a long-term successful partnership with the city and providing the highest quality of service that is timely and responsive to client needs. Our motto is: *Personal, attentive service and excellence in the delivery of municipal services*. We take the time to listen to our clients' needs and challenges and then come up with creative cost-effective solutions. We keep an open and on-going line of communications with City staff and managers as well as the public and clients. We fully understand and appreciate the fact that time is money for construction projects, and every day of delay means added costs of construction and potential loss of tax revenues for the city. We will partner with the Building Official and city staff to achieve creative solutions to challenging development/construction problems that are safe yet reasonable and practical.

We offer the full range of development review and inspection services including Building and Safety services ranging from plan review to inspection and permit technician services and other related services. We pride ourselves on the fact that we can create win-win solutions for code compliance challenges and streamlining of the review and inspection process to expedite the occupancy of facilities. True North Compliance Services, Inc. has the depth of experience and expansive resources to perform any and all of the following services:

- a. **Building Plan Review Services:** True North Compliance will provide plan review in compliance with the City of La Habra's Municipal Code, all applicable federal and state laws and regulations and the City's Building Safety Division plan review standards and policies. Our plan review covers the following:
 - i. California Building Code
 - ii. California Residential Code
 - iii. Structural Engineering Plan Review will be performed by licensed or graduate Civil or Structural Engineers
 - iv. Title 24 Energy
 - v. California Mechanical Code
 - vi. California Plumbing Code
 - vii. California Electrical Code
 - viii. Disabled Access- CASp plan review and/or site surveys, inspections and reports.
 - ix. Green Building and Energy Conservation
 - x. OSHPD-3 reviews and certification
 - xi. California Fire Code
 - xii. California Title 25

- xiii. Preliminary review of discretionary applications (Conditional-Use Permits and conditions of Approval) for significant code compliance issues that may impact the overall design and planning approval of the project.
 - xiv. Review of Floodplain provisions where required.
 - xv. Review of soils conditions and other geotechnical hazards such as fault zones, liquefactions, etc.
 - xvi. Civil Engineering (grading, drainage, National Pollutant Discharge Elimination System (NPDES), MWELO, and Low Impact Development (Hydromodification); Sustainable Use Standard Mitigation Program (SUSMP), permit requirements related to the Management Stormwater System (MS4 permit).
 - xvii. Review/recommendations for Alternate Materials and Methods Requests (AMMR).
 - xviii. Code adoption, Local Amendments and Ordinances.
- b. **Inspection Services:** True North Compliance has the capabilities to provide inspection and reinspection for compliance with all applicable codes, standards and regulations including: California Building Code; California Residential Code; California Plumbing Code; California Mechanical Code; California Electrical Code; California Fire Code; California Energy Code; California Green Building Standards Code; California Disabled Access Regulations; California Title 25, Mobile Home Parks, as locally adopted and amended. Our inspection staff is certified by the International Code Council or other appropriate entities in accordance with AB717 and possess many years of building code inspection experience with a municipality or a private municipal consultant. Our inspectors have extensive construction and trade experience in addition to their Code knowledge, allowing for a practical approach to applying Code provisions during the inspection process.
- c. **Building Official Services:** When requested, True North Compliance will provide a qualified certified and experienced Building Official. The individual will report to the Director of Economic and Community Development and provide supervision and direction to the Building and Safety Division staff, code administration and interpretations, develop policies and ordinances, interface with customers, City staff and elected officials, and perform related administrative functions as assigned.
- d. **Counter and Administrative Services:** True North Compliance has the capabilities to provide counter and administrative services as needed by the city. Our staff will provide technical support and application of City policies, methods and practices to support professional engineering, plan review, planning, and building and safety staff. Our Counter Technician has knowledge of construction terms and operations, development and building codes required to process plans and permits along with government functions and processes. Review permit application for completeness, perform fee calculations, route plans, verify approvals and conditions and issue permits. Use the City's permitting system to file permit applications, calculate fees, research zoning and planning requirements, enter approvals and route plans to appropriate divisions and departments. Maintain communications with applicants, interested parties, property owners, homeowner associations, various governmental agencies, and other City departments. Respond to inquiries about projects from residents and applicants.

- e. **Code Enforcement Services:** True North Compliance has the capabilities to provide Code Enforcement and Housing services and assist the City of (insert title) in the enforcement of applicable Zoning codes, Building codes, Housing codes, public nuisance codes and State health and safety codes. Our Code Enforcement Officers have extensive experience and capabilities in the following areas: Code enforcement program review and analysis; Code enforcement inspections; Preparing administrative remedies including administrative citations; Conducting administrative hearings; Preparing program documentation and staff reports as well as committee or Council presentations; Testifying on behalf of clients in criminal court; License and permit application review and processing; Coordination of activities with multiple departments including Building, Planning, Community Development, Police and City Attorney; Providing information on municipal regulations to property owners, residents, businesses, the general public, as well as to other departments and divisions.
- f. **Fire Plan Review and Inspection Services:** True North Compliance has the capabilities to provide plan review and/or inspection for the State regulated occupancies such as private schools and clinics (*OSHPD 3*), to determine compliance with City and State codes and regulations including but not limited to locally adopted fire related ordinances and amendments of the local Municipal Code; California Fire Code; California Building Code; California Residential Code; California Title 19, California Wild Land Urban Interface regulations, review for fire apparatus access, water supply requirements, fire flow requirements, etc. Typically, fire review will include review of building plans for code compliance, as well as review of fire plans (fire sprinkler systems, fire alarm systems, NFPA standards, etc.)
- g. **City Engineering Services:** True North Compliance has the capabilities to provide plan review and inspection of Civil/public improvements projects from one small lot to large subdivisions. Our experts bring an extensive history of review of a broad range of projects in all engineering/civil disciplines such as review of grading, subdivision and topographic maps; examining existing and proposed contour lines, spot elevations, pad and finish floor elevations; review of hydrology reports and maps; review of low impact development measures to comply with the requirements of NPDES; review of erosion and sediment control plans for proposed BMPs. Our licensed land surveyors have extensive experience in reviewing tentative and final maps, lot line mergers, lot line adjustments, certificate of compliance, dedications, vacations, and easements. Our map reviewers have the expertise to review applications, maps, legal descriptions, deeds, and related documents as well as provide redline documents and corrections.
- h. **Planning Services:** True North Compliance has the capabilities to provide Planning, Zoning and Environmental services. Our staff serve as an extension of City staff and function as the project manager on assigned planning projects while protecting the interests of the city and its residents throughout the life of each assigned development project. This could include managing projects from the planning entitlement phase through construction; Perform technical review and evaluation of a wide variety of land development, subdivision, building permit and use permit applications; Process development applications in accordance with local policies and ordinances, make recommendations, and enforce mitigation monitoring and compliance with City ordinances; Prepare written project analyses and reports including identifying appropriate land use policy, design, fiscal issues and environmental requirements; Conduct site inspections to determine if projects are in compliance with laws, regulations, conditions of approval, ordinances, and make recommendations regarding changes; Prepare and update various planning documents such as the

City's General Plan, Specific Plans, ordinances, resolutions, codes, and related planning studies and reports; Provide technical advice and make clear, well organized presentations.

- i. **Special Projects:** Our management team and staff can participate in a variety of special projects, as needed. These projects may include, but not limited to, analysis of processes and procedures; Business process re-engineering, fee studies; Review and recommendations of permitting software; Preparation of engineered plan details; Conducting training on a variety of code-related topics; Interim or permanent Building Official duties; Preparation of documents/handouts; Public presentation to community groups, City Committees or Council.

METHODOLOGY FOR SCOPE OF SERVICES

Our established internal procedures and policies will ensure that we provide the City of La Habra the highest quality, accurate, timely, and responsive service. Our goal is to provide consistent and uniform service, eliminate errors and confusion and ensure compliance with the City's standards, policies, interpretations, and procedures. To that end, we have the following established procedures for each of the services we offer:

Plan Review Procedures

The following approach and procedures will apply to Plan Review Services. It may be adjusted to better accommodate the specific needs of the City of La Habra

1. All document/plan reviews shall be based on the City of La Habra Municipal Code, applicable federal and state laws and regulations, Title 24 California Code of Regulations, and the City's Building and Safety Division plan review standards and policies. Plan review shall cover structural, fire and life safety, architectural, accessibility, *OSHDP-3*, energy conservation, green building, grading, and MEP (mechanical, electrical and plumbing).
2. We will pick up plans at the City of La Habra Permit Center within 24 hours of notification or upload immediately into our cloud-based database for electronic submittals.
3. Review all plan check applications for accuracy and make all necessary revisions to such items as description, square footage, type of construction, occupancy and uses.
4. Format plan review comment lists to compliment the style and requirements of the City of La Habra.
5. Prepare a standard template specific to the City of La Habra to identify specific requirements and items of interest and focus on the City Building and Safety Division.
6. Our plan review philosophy is to perform a thorough and complete review during the first submittal of plans in order to avoid new comments on any subsequent submittals.
7. Open lines of communication with the Building Official and other City managers and staff to ensure accuracy in enforcing City policies, procedures and regulations.
8. Conduct plan reviews within the agreed upon turn-around times established by the City of La Habra.
9. Our team is available to review projects on an expedited basis within the designated turn-around times.
10. Review deferred submittals and revisions within assigned due dates.

11. Email plan check comments to designated Building staff and provide pertinent building/project data and information required on permit application. Building/project data such as description of work, type of construction, uses, occupancy classification, floor area, number of stories, etc. will be provided on the transmittal letter.
12. Supply hard copy or electronic plan review comment, approval letters, and project invoices as required by the City of La Habra.
13. When final review is approved, we will deliver two final sets of approved plans with approval stamps and signatures to the City within 24 (twenty-four) hours of final review and approval.
14. Be available, during regular business hours, to discuss and clarify plan check issues with applicants, designers, owners and consultants. Resolution of code issues may be performed by telephone, or meetings, prior to resubmitting corrected plans and documents.
15. Any plan check issues not resolved between the reviewer and the architect/engineer of record after the second review cycle will be quickly elevated to our QC Manager who will in turn discuss with the Building Official and come up with a resolution to the outstanding issues.
16. Communicate and/or meet with the applicant, architect, engineer, other City departments or agencies, as necessary to assist with plan review responses.
17. Participate in pre-submittal meetings during preliminary design or working drawing stages to provide high level code review and discussion to ensure a smooth and timely plan review process.
18. Our President, Isam Hasenin will be available to provide technical support and advice to the Building Official, and city staff and managers related to code application and review of Requests for Alternate materials and Methods, administrative aspects of the department, permit fee analysis, preparing local amendments and ordinances and similar services.
19. We will utilize any City preferred Permit Tracking Software to enter and monitor plan-checking information into the portal.
20. We have a fully automated web-based project tracking system to enter and track all projects assigned by the city. City staff and managers can access the system anytime to check the backlog, status and due dates of any project. They can also review copies of comment lists prepared by our staff. If the City agrees, we can provide access to applicants so they can check the status of their projects online without having to call the city or come to the Building and Safety counter.

Electronic Plan Review

True North Compliance Services, Inc. is able to receive, process, plan review, markup and approval stamp plans electronically and return the electronic plans back to the City. In fact, over 75% of our reviews currently are performed electronically using the Bluebeam platform. More specifically:

1. We will adhere to the City's Electronic Plan Review guidelines and policies.
2. We are able to receive and route submittal documents utilizing cloud storage (Box, SharePoint, Drop Box, etc.) links or any other preferred method of the city.
3. Our staff will use the City-required platform to perform plan reviews

4. We will provide electronic, redline mark ups on the plans, then transfer a marked-up image of the plans onto the plan review comments. This process will simplify the comments for the applicant resulting in less plan review iterations.
5. When the plan check and recheck processes are complete and the plans and corresponding documentation are deemed in full code compliance, we will sign and stamp the electronic plan set and corresponding documents.
6. Our entire team is equipped with the latest technology (highspeed computers, multiple large-format monitors, up to date versions of various electronic plan review software, access to cloud storage, etc.) to easily perform plan reviews electronically.

Plan Check Turn-Around Times

We commit to meeting the City's turn-around times on all projects reviewed by our team. Our web-based project tracking system allows both our reviewers and permit technicians to stay on top of project due dates. Expedited plan reviews will be completed in half the time frames listed below. The following chart presents our standard review times:

PLAN CHECK TYPE	1ST REVIEW (working days)	RE-CHECKS* (working days)
Residential PV and Battery Storage Systems	2	2
Single-family Dwellings	10	5
Multi-Family Projects, Commercial/Industrial projects, Tenant Improvements	10	5
Complex Projects	15	5

“Express Rerechecks By Appointment”

We are pleased and excited to offer the City of La Habra our new and innovative solution to expedite and streamline the recheck process. The program, “Express Recheck By Appointment” is a revolutionary approach to expedite the recheck process, minimize the number of review cycles, reduce frustrations and miscommunications between applicants and plan checkers and reduce the workload of city staff in intaking, routing and tracking of the many cycles of plan check and rechecks on submitted projects. The program will be offered at no additional cost to the applicant or City. The service applies to the vast majority of projects reviewed by our staff. Once the applicant is ready for the recheck, he/she will contact True North Compliance Services, Inc. office to schedule the “Express Recheck By Appointment”. The appointment will be scheduled within 48 hours of the request. Our plan reviewer will perform the recheck over video-conferencing meeting and sign off items completed.

Building Inspection Services

True North Compliance Services, Inc. is pleased to offer excellent on-call Building Inspection Services to the City of La Habra. Our inspectors have extensive construction and trade experience in addition to their Code knowledge, allowing for a practical approach to applying Code provisions during the inspection process. Similar to our Plan Review process, our inspectors employ the following procedures to maximize project success. These procedures may be adjusted to better accommodate your jurisdiction.

1. Become familiar with the inspection style and requirements of the City of La Habra.
2. Provide inspection services and assure that construction complies with plans and is in compliance with the most recently adopted codes, policies, and procedures.
3. Perform inspections on construction projects to verify compliance with City of La Habra Municipal Code and State codes and regulations: California Building Code, Residential Code, Plumbing Code, Mechanical Code, Electrical Code, Fire Code, Energy Code, Green Building Standards Code, Disabled Access Regulations, and Title 25; Mobile Home Parks regulations; State Water Resource Control Board regulations related to storm water pollution prevention; Sound Transmission Control regulations; and locally adopted building ordinances and amendments thereof.
4. Inspect for compliance with applicable conditions of approval set forth by the City's La Habra Department, Planning Commission, and/or City Council.
5. Inspectors will possess and maintain necessary certifications required to perform inspections.
6. Be equipped with all necessary tools needed to perform inspections, including a complete set of current code books.
7. Assist in the coordination of job site conferences with technical consultants, engineers, architects, representatives of the owner, equipment manufacturers, and subcontractors to review project requirements, and clarify or resolving any questions or problems prior to commencing work.
8. Prepare inspection notices of noncompliance on incorrect construction methods or material found during inspection; confer with contractor or representative regarding construction methods and procedures as they relate to compliance with plans and specifications.
9. Maintain a record of non-complying items and follow up to achieve resolution of such items. Record all significant construction-related activities and events such as work completed to provide a chronological and factual history of inspection on assigned construction projects.
10. Engage with Building and Safety Division staff to understand the City's permitting process, forms, policies, and clients.
11. Adapt to the City's needs to allow for easy integration into the day-to-day inspection operations.
12. Communicate daily with the City's Principal Building Inspector for assignments and to identify potential issues.
13. Coordinate with various City and County agencies and departments and other governmental agencies providing services, and/or having jurisdiction over any aspect of a development project.
14. Maintain contact while in the field to answer questions, reschedule inspections, and support City staff.

15. Serve as a resource and provide information on City regulations to property owners, residents, businesses, the general public and other City departments.
16. Build a rapport with frequent contractors and teams on continuing projects.
17. Update the City's permit tracking software as necessary, including transferring all applicable field notes.
18. Perform and/or attend on-site and in-office preconstruction meetings as required.
19. Communicate and/or meet with applicants, contractors, engineers, architects, etc., as necessary to assist with corrections and general project questions.

Permit Processing Services

True North Compliance Services, Inc. believes that the permit technician position is one of the toughest positions in the Building and Safety Division. Being at the counter all day long handling customer contacts, questions and issues is challenging, especially as we experience the high volume of work and high customer traffic at the public counter. That's why we believe it takes a certain type of personality to be successful at the position. It's someone who is pleasant, calm, patient, has excellent interpersonal skills and ability to use automation systems. We are pleased to offer staff who meet these criteria and qualifications. More specifically, the permit technician will:

1. Enter permit data into the automated database.
2. Research, compile and prepare various limited reports and presentation graphics.
3. Assist the general public at the front counter or by phone regarding building, planning and engineering permit requirements, plan check fees, plan check filing procedures and processing, and permit status.
4. Research information for the public.
5. Accept permit applications and collect permit fees.
6. Review and evaluate plans for completeness and for conformance with ordinances and department standards, policies and guidelines.
7. Review plans for conditions of prior approval.
8. Route plans to other city departments for review.
9. Approve minor permits.
10. Research and respond to public inquiries.
11. Build and maintain positive working relationships with co-workers, City employees and the public using principles of good customer service.
12. Perform related duties as assigned.
13. Utilize City electronic and paper files to research previous and/or related permits.
14. Review permit application for completeness, perform fee calculations, route plans, verify approvals and conditions and issue permits.
15. Provide excellent service to all customers from a homeowner to large developers and designers.
16. Have excellent interpersonal skills, calm demeanor, patient and be a good listener.

QUALITY CONTROL PROGRAM

True North Compliance Services, Inc. core values in delivering municipal services are Ethics, Transparency, Collaboration, Empathy, Customer-Centric service, Communications, and Fiscal Prudence. High quality service, professionalism and excellence in the delivery of municipal services are at the core of what True North Compliance Services, Inc. stands for. We share the City's commitment to delivering responsive and timely service without compromising the quality of the service. To that end, we developed and implemented a rigorous internal quality control and assurance program for all of our services. Here are the major components of our quality control program:

Plan Review and Counter Services

Our established internal intake, plan review, quality control and customer contact procedures ensure that submittals are properly coordinated, tracked and managed. Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal. To accomplish this goal, we follow this procedure:

1. We monitor our staff's performance and interaction with customers at the counter by having customer surveys available for the applicants to complete. We will also randomly call applicants who received our service to check on their satisfaction with the services received from our staff. We will monitor phone calls and produce periodic reports of customer satisfaction. We will train and provide feedback to our staff related to their customer service skills.
2. Once we receive a project for review from the city, our document control staff screens and logs the project into our internal project tracking system with all appropriate information such as description, scope, review disciplines, Building Department staff, design team contact person and due dates.
3. Our QC Manager will perform an initial cursory review of the project to determine if there are any major code compliance issues that may require immediate discussion with the Building and Safety Division staff and/or design team, then depending on the complexity of the project, assigns to appropriate True North plan review engineers/plans examiners.
4. Plans are assigned to engineers or plans examiners for each of the required disciplines with notes from the QC manager
5. Once the plan review is complete, True North QC Manager will perform quality control of the project by reviewing the project and comments prepared by the assigned plan review engineer/plans examiner.
6. Following the QC phase, final comments will be generated and sent to the Building and Safety Division staff and designated design team members.

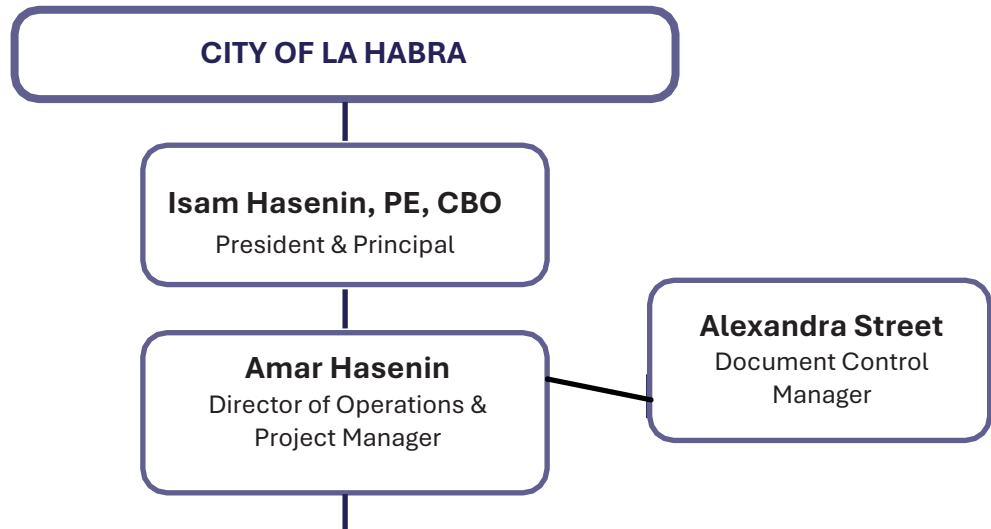
Inspection Services

Similar to our plan check quality control program, we have a rigorous internal quality control and assurance program for our inspection services. Main elements of our program include:

1. Rigorous hiring program to ensure that we only hire highly competent professional and friendly inspectors who believe in True North Compliance Services, Inc. core values and guiding principles.
2. Thorough on-boarding and training program for our team.
3. On-going technical training on the latest codes, interpretations, technology and construction methods and techniques.
4. Regular staff meetings to communicate policies and procedures and provide directions.
5. Regular feedback on staff performance.
6. Announced and un-announced audits of inspectors by our Chief of Inspections.
7. Regular feedback meetings with City's Building Official and staff to obtain feedback and input on our staff's performance.
8. Periodic calls to contractors to seek feedback on the performance of our inspection staff.
9. Regular meetings with our inspectors to evaluate performance, offer critique and corrective actions if necessary.

ORGANIZATION CHART

Our staff is licensed and/or certified in all disciplines including Licensed Structural Engineers, Licensed Civil, MEP Engineer, Licensed Fire Protection Engineers, ICC Certified Plans Examiners, ICC Certified Inspectors, ICC Certified Permit Technicians, and more.



Building Plan Review

Sandra Schmitz, SE
Bachar Koujah, PE, CASp
Saeed Amirazizi, PE, SE, CASp
Robert Chun, PE
Scot Weisse, PE
Mohammad Ellassad, PE
Alaa Atassi
Anne Hammad
Areli Sanchez
Eduardo Oliveira
Mehmet Emiroglu
Tim Shell, PE
Ahmad Erikat, EIT
Emily Wilson
Ed Dion
Muham Hweidi

MEP Plan Review

Amir Amiri, PE
Steve Suhendra, PE
Hassan Itani, PE
Abed Itani, PE
Ron De Leon, PE
Kevin Ybarra

Structural Engineers

Gary Ho, SE
Aaron Beebe, SE
Daniel Lee, SE
Edward Alexanians, SE
Henry Hadidi, SE
Hamid Irannejad, SE
Allen Lang, SE
Mohammad Hariri, SE

Fire Protection/Fire, Life-Safety

Doug Evans, FPE
Scot Deal, FPE
Eric Schmidt, FPE
Vince Anderson
Gabriel Reza
Bob Scott
Girard Page
Ron Carter
Bill Cochran
Sergio Perriera

Inspection/Code Enforcement

George Lockfort: **Inspections Supervisor**

Gil Estrada: **Designated Building Official**

Ramon Hernandez: **Designated Building Official**

Marc Chambers
William Barannon
Tom Graham
Steve Stingl
Rafael Meza
Aric Hanson
Duncan McClane
Rene Avila
Joe Harris
Marco Stutts
Brenda Sylvester
Charles Valaer
Randy Kilburn
Albert Leong
Jeremy Hall
Eric Ablinger
Permit Technicians
Alexandra Street
Jessica Miner
Julie Hartman
Gianni Hailey
Brenda Diaz

5. FINANCIAL STATEMENT

True North Compliance Services, Inc. represents and warrants that it is in sound financial condition and that there are no existing or reasonably anticipated circumstances (including, without limitation, bankruptcy or insolvency proceedings, pending or threatened litigation, planned office closures, or impending mergers or acquisitions) that would reasonably be expected to impair its ability to perform the Scope of Services set forth in the City of La Habra's Request for Proposals.

6. PROJECT HISTORY AND PROPOSED PERSONNEL

PROJECT HISTORY

Our team members have performed reviews and/or inspections of thousands of projects over their long careers including hundreds of projects of variety of sizes and occupancies during their tenure with True North Compliance Services, Inc. We have been a trusted partner for our clients to review the most complex high profile or sensitive projects including highly complex custom homes in Malibu and Dana Point to a large, enclosed IC-Hockey Arena for Riverside County, 30-story high rise mixed-use building in San Jose, multiple 5 or 6 story over concrete podiums mixed-use buildings in Pasadena, La Habra, Dana Point and Redwood City. In addition, we are in the middle of the review of a large multi-year \$2-Billion complex of life sciences buildings in Burlingame which will include multiple high-rise buildings, many hazardous occupancy labs and other uses. We also reviewed multiple hotels, educational buildings for universities and *OSHPD-3* clinics. Below is a listing of a few recent projects our team reviewed. We can provide many more if requested by the city.

1. **Coachella Valley Sports Arena - Riverside County, CA.**

Project: The arena serves as a multi-use facility for sporting events, concerts, and various exhibition-type events. The arena consists of two assembly seating areas, a primary seating bowl and practice ice arena. True North Compliance Services, Inc. provided the Building, MEP, and Fire Protection plan review for the arena. Services delivered on time and within budget. **Occupancy:** A-4, A-3, A-2, B, M and S-2; **Type of Construction:** I-B Fully Sprinklered; **Floor Area:** 560,000 square feet; **Number of Stories:** 4; **Valuation:** \$250 million; **Team Member:** Amar Hasenin

2. **BO Town- San Jose, CA.**

Project: This project consists of a 30-story mixed-use building with office, retail, conference facilities, restaurants and parking. True North Compliance Services, Inc. provided the Building, MEP, and Fire Protection plan review for project. Services delivered on time and within budget. **Occupancy:** R-2, B, M, A-2, S-2; **Type of Construction:** I-A; **Floor Area:** 900,000 square feet; **Number of Stories:** 30; **Valuation:** \$250 million; **Team Member:** Amar Hasenin

3. **Legoland Roller Coster Ride - Carlsbad, CA.**

Project: The project includes a pre-engineered metal building for an indoor rollercoaster, an outdoor ride with a covered queue and operator booth, a shaded outdoor queue area, a children's play area with shade canopy, site improvements such as pavement, fences, and walls, and extensions of existing electrical, water, and sewer utilities. **Occupancy:** A-3, A-5 and M **Type of Construction:** II-B **Floor Area:** 30,805 square feet **Number of Stories:** 0 **Valuation:** \$5 million **Team Member:** Mulham Hweidi and Saeed Amirazizi, SE, CBO, CASp

4. **Strand Beach- Dana Point, CA.**

Project: True North Compliance Services, Inc. provided the Building plan review for the new custom home located at “The Strand” in Dana Point. The dwelling consisted of 6,015 square feet of living space above grade, a 2,455 square foot basement below grade basement and a 2,246 square foot subterranean garage that is accessed through a car lift. Services delivered on time and within budget. **Occupancy:** R-3U **Type of Construction:** V-B **Floor Area:** 10,716 square feet; **Number of Stories:** 3 plus basement; **Valuation:** \$2.5 million; **Team Member:** Scot Weisse, PE and Amar Hasenin

5. **408 S. Rosemead Blvd.- Los Angeles, CA.**

Project: The project proposes a 7-story, 169-unit apartment building, including 2 live-work units and 13 units for extremely low-income households. It will use Type IIIA construction for the residential levels above, Type IIA construction for residential units, parking, and recreational amenities, and Type IA construction for the two-level underground parking structure. Services delivered on time and within budget **Occupancy:** S-2 and R-2 and A-3; **Type of Construction:** IIIA, IIA, IA; **Floor Area:** 158,293 square feet; **Number of Stories:** 7; **Valuation:** No valuation; **Team Member:** Alaa Atassi and Sandra Schmitz, SE

6. **Green Mills Place- Pasadena, CA.**

Project: This project consists of a new 4-story mixed use building and renovation of an existing historic building on the same site in Old Town Pasadena. True North Compliance Services, Inc. provided the Building, MEP, Fire, grading and MWELo plan review for this project. Services delivered on time and within budget. **Occupancy:** R-2, A-3, M and S-2; **Type of Construction:** III-A Fully Sprinklered; **Floor Area:** 26,607 square feet; **Number of Stories:** 4; **Valuation:** \$17 million; **Team Member:** Areli Sanchez

7. **Best Western Plus Hotel- Adelanto, CA.**

Project: True North Compliance Services, Inc. provided the Building and MEP plan review for the new 4-story hotel and associated site development. The hotel consisted of 54,000 square feet, 90 guest rooms, meeting rooms, a gymnasium, swimming pool, bar and restaurant. Services delivered on time and within budget. **Occupancy:** R-1, A-2, A-3 and B; **Type of Construction:** III-B; **Floor Area:** 54,000 square feet; **Number of Stories:** 4; **Valuation:** \$5.6 million; **Team Member:** Amar Hasenin and Gary Ho, SE

8. **1021 Anacapa Drive – University California, Santa Barbara, CA.**

Project: This project consisted of three-story tenant improvement in an existing office/training building. Scope of work included demo of existing walls, ceiling and MEP systems, creating new rooms, relocating of walls, ceilings, Electrical lighting and data systems, new AC/heating units, mechanical equipment, flooring, new bathrooms, etc. True North Compliance Services, Inc. provided Building and MEP plan review for the project. Services delivered on time and within budget. **Occupancy:** A-3, B and S-2; **Type of Construction:** V-A Fully Sprinklered; **Floor Area:** 13,158 square feet; **Number of Stories:** 3; **Valuation:** \$1.2 Million; **Team Member:** Areli Sanchez

9. **Top Golf - Burlingame, CA.**

Project: This project consists of a new three-story golf entertainment venue with restaurants, meeting spaces and associated improvements.

Occupancy: A-2, A-3, M and B **Type of Construction:** II-B Fully Sprinklered **Floor Area:** 70,663 square feet **Number of Stories:** 3 **Valuation:** \$25.5 Million **Team Member:** Areli Sanchez and Scot Weisse

10. **2621 Roosevelt Street- Carlsbad, CA:**

Project: This project consists of a four-story mixed-use building with three levels of residential units (23 total) and two levels of commercial space, including two commercial office suites at the podium level and ground-level parking plus five future retail/restaurant suites facing a pedestrian alley. We reviewed building, structural, and MEP. **Occupancy:** R-2, S-2, and B **Type of**

Construction: V-A over I-A **Floor Area:** 31, 524 square feet **Number of Stories:** 4 **Valuation:** \$6,566,550 **Team Member:** Sandra Schmitz, SE, PE

PROPOSED PERSONNEL

Our team is comprised of over 70 highly qualified and experienced Plan Check Engineers, Plans Examiners, Building Inspectors and Permit Technicians able to handle reviews, inspections and permit processing for all aspects of the Building Services. Our team members have many years of experience working for public agencies in California. Our staff is licensed and/or certified in all disciplines including *Certified Accessibility Specialists (CASP)*, Licensed Structural Engineers, Licensed Civil, MEP Engineers, ICC Certified Building Plan Reviewers, Licensed Fire Protection Engineers, Certified HazMat Specialists, ICC Certified Plans Examiners, ICC Certified Fire Plan Reviewers, ICC Certified Building Officials and ICC Certified Permit Technicians. Our team is capable of reviewing and inspecting the entire spectrum of projects submitted to the city from single-family homes to highly complex high-rise hotels and large office buildings, mixed-use projects, R&D lab facilities, biotech buildings, data centers, distribution centers, large scale solar farms, complex tenant improvements and public buildings. Below is a table of key staff who will be assigned to work on City of La Habra projects. Resumes of all staff are included in the Appendix.

Principal/Lead Contractor

Isam Hasenin, P.E., C.B.O., with True North for 6 years, will serve as Principal/Team Lead and the primary point of contact for True North Compliance Services, Inc. He will oversee all services outlined in the City's Scope of Services and Consultant Services Agreement to ensure timely, accurate, high-quality delivery. He will maintain clear communication with the City's Building Official, department managers, applicants, and design teams while managing day-to-day activities of all True North staff assigned to City projects. His role includes attending meetings as needed, addressing complex code compliance issues, and providing technical and administrative training or support at the direction of City leadership. With more than 30 years of experience in code enforcement, building department administration, and technical review, Isam brings a strong combination of public-sector leadership and private-sector operational expertise. His background gives him a deep understanding of municipal challenges, and the level of service required for efficient, responsive permit processing.

Project Manager/Director of Operations

Amar Hasenin, with True North for 5 years, is the Director of Operations and will serve as the day-to-day operational and technical manager for City of La Habra projects. He will oversee staff workload allocation, monitor review quality, and ensure timely completion of all plan review activities. Amar will also be available to address code compliance and interpretation questions, discuss procedural issues with the Building Official and City staff, and provide technical or administrative training as needed. With more than 10 years of experience as a design engineer, plan check engineer, and regional manager in Southern California, including his former role as Bay Area Regional Manager for a third-party building department services provider; Amar brings extensive expertise in applying the California Codes. He is a certified ICC Plans Examiner and Inspector and is recognized for his strong technical capabilities, leadership skills, and commitment to high-quality, responsive public-agency service.

Designated Building Official

Gil Estrada, CBO will serve as Building Official, as needed. He is a seasoned municipal Building & Safety professional with extensive experience leading building departments and administering the California codes. He has served as Chief Building Official for multiple jurisdictions, providing day-to-day leadership and technical direction to Building & Safety staff while ensuring consistent, defensible code interpretation and enforcement. In this role, he oversees and coordinates division activities, supports counter operations, and works closely with applicants, contractors, and design teams to resolve complex issues and keep projects moving safely and efficiently. With True North Compliance Services, Inc., Gil continues to serve clients as an interim Building Official when requested, providing supervision, guidance, and responsive support to municipal teams during transitions, vacancies, and peak workloads. He performs comprehensive plan reviews and field inspections to verify compliance with current CRC/CBC requirements, local ordinances, and established jurisdiction procedures, and he coordinates and schedules daily inspection assignments to support timely service delivery. Gil is also a trusted point of contact for code interpretation, complaint investigations, and troubleshooting code-compliance concerns, and he is known for clear communication, strong organization, and a customer-service mindset that helps jurisdictions deliver consistent outcomes.

Designated Building Official

Ramon Hernandez, CBO, will serve as Building Official as needed by the City. He is a municipal Building Official and Building & Safety leader with extensive experience serving as an Interim Building Official, Senior Combination Inspector, and Senior Plans Examiner for California jurisdictions. He is known for clear, defensible code interpretation and a practical, customer-focused approach that helps departments maintain consistency, protect public safety, and keep projects moving efficiently. With True North Compliance Services, Inc., Ramon provides interim Building Official leadership, supports counter operations, and delivers plan review and inspection services during vacancies, transitions, and peak workloads, partnering closely with directors and staff to streamline workflows and resolve complex compliance issues. Previously, as Chief Building Official for the City of Colton, he directed Building & Safety operations, coordinated cross-department plan review and inspection activities, managed budgets, responded to public inquiries, and led hiring and staff training. Earlier roles with the City of Fontana, including Supervising Building Inspector and Senior Plans Examiner, strengthened his expertise in supervising inspection teams, developing procedures, and overseeing reviews and inspections for projects ranging from residential remodels to multi-story commercial and hospitality construction.

Lead Structural Plan Check Engineer

Gary Ho, SE, with True North for 5 years, will serve as the Lead Structural Plan Check Engineer. As a highly experienced and licensed structural engineer, he currently holds the position of Senior Structural Plan Review Engineer at True North Compliance Services. Gary possesses a master's degree in structural engineering and brings extensive expertise in the design and review of a wide spectrum of building types and complex structures, including high-rise and mixed-use buildings, concrete parking structures, public facilities, heavy industrial projects, refineries, and nuclear power plants. He will collaborate closely with City staff to deliver high-quality, timely plan reviews, provide technical guidance, and resolve complex structural issues efficiently.

Lead Building Plan Check Engineer

Sandra Schmitz, SE, with True North for 2 years, will serve as the Lead Building Plan Review Engineer. A licensed Civil Engineer with more than 15 years of experience in Southern California, Sandra brings extensive expertise in both plan review and design engineering. She has a proven track record reviewing a full spectrum of project types, including residential remodels, complex custom homes, tenant improvements, and new commercial, office, and multi-family developments. As a multidisciplinary reviewer, Sandra performs building, MEP, and grading reviews with precision and efficiency. She is recognized for delivering high-quality evaluations, exceptional customer service, and practical, code-compliant solutions that help streamline the approval process.

CASp Plan Reviewer and Combination Plan Check Engineer

Saeed Amirazizi, SE, CASp, with True North for 4 years, will serve as the CASp Plan Review Engineer and Accessibility Specialist. With more than 20 years of experience supporting multiple public agencies, Saeed brings extensive expertise in accessibility compliance, plan review, and multi-discipline code evaluation. He has reviewed CASp reports across numerous jurisdictions and is highly skilled in identifying and resolving complex accessibility issues. Saeed conducts comprehensive reviews across all major disciplines, including building, structural, fire, MEP, and grading; for project types ranging from residential remodels to complex commercial, multifamily, and tenant improvement developments. He is known for delivering high-quality, thorough evaluations and for providing clear, practical solutions that help applicants achieve compliance efficiently. His commitment to exceptional customer service and collaborative problem-solving makes him a valuable resource for supporting the City's development review and accessibility compliance needs.

Combination Plan Check Engineer

Areli Sanchez, with True North for 5 years, will serve as a Combination Plan Check Engineer for the City of La Habra. She has over six years of experience reviewing residential, multifamily, commercial, and tenant improvement projects across multiple jurisdictions. She is a customer-focused, detail-oriented Plans Examiner with strong communication skills and proficiency in a variety of permitting and plan review platforms. Her responsibilities include evaluating architectural and structural construction documents for code compliance, coordinating with design professionals and municipal staff, performing structural inspections as needed, determining valuations and building fees, and assisting applicants with code interpretation and technical issues. She holds a B.S. in Civil Engineering from San Francisco State University and is an ICC-Certified Building Plans Examiner, with technical proficiency in MS Office, Viewpoint, Plangrid, MATLAB, AutoCAD, and Bluebeam.

Lead Fire Protection Engineer

Doug Evans, with True North for 5 years, will serve as the Lead Fire Protection Engineer for this project. With more than 25 years of specialized experience in fire protection engineering, Doug has conducted comprehensive reviews of a wide spectrum of building types, including high-rise resorts, large assembly venues, complex mixed-use developments, and numerous high-risk and special-occupancy facilities on the Las Vegas Strip. His portfolio includes in-depth evaluation of fire and life safety systems for some of the most technically challenging casino, hospitality, entertainment, and performance-based design projects in the region. Throughout his career, Doug has been a trusted resource to Clark County Building and Fire Officials, providing expert guidance on Alternate Materials and Methods Requests (AMMRs), performance-based fire protection strategies, and innovative compliance pathways for unique or high-hazard building configurations. His analyses often included advanced fire modeling, egress capacity evaluation, integration of suppression and alarm systems, and validation of engineered solutions for code-equivalency. Doug's extensive AHJ-facing experience ensures he not only understands the technical requirements of complex facilities, but also how to communicate code intent, resolve compliance conflicts, and support jurisdictions in achieving safe, practical, and defensible decisions for complex projects.

Lead Fire Plans Examiner

Vince Anderson, with True North for 2 years, will serve as the Lead Fire Plans Examiner. He brings over 10 years of fire prevention experience, including more than four years as a Fire Marshal across multiple jurisdictions, along with extensive service as a fire inspector and plan reviewer for public agencies throughout California. Vince is highly skilled in reviewing fire plans, performing field inspections, and interpreting and applying applicable codes, including the California Fire Code, NFPA standards, and local regulations.

Lead Civil and Infrastructure Plan Check Engineer

Ahmad Erikat, EIT, with True North for 5 years, will serve as the Lead Civil/Infrastructure Plan Review Engineer. Ahmad has over 20 years' experience reviewing the entire range of projects in all engineering/civil disciplines such as review of grading, paving, subdivision and topographic maps; examining existing and proposed contour lines, spot elevations, pad and finish floor elevations; review of hydrology reports and maps; review of low impact development measures to comply with the requirements of NPDES; review of erosion and sediment control plans for proposed BMPs.

Lead Geotechnical Engineer

Lauren Doyle, with True North for 1 year, will serve as the Lead Geotechnical Plan Review Engineer. A licensed Geotechnical Engineer in California, she brings extensive experience with Southern California's varied geological conditions, including coastal bluffs and steep-slope hillside sites. She has reviewed hundreds of geotechnical reports, soils studies, grading plans, and foundation designs, with strong expertise in subsurface investigations, slope stability, settlement, liquefaction, and code compliance. Her experience across multiple jurisdictions has deepened her understanding of local ordinances, hazard zones, and regional soil conditions. Lauren provides clear, technically sound guidance and identifies geotechnical issues early to help jurisdictions avoid redesigns, maintain safety, and ensure regulatory compliance. Her communication skills and solution-focused approach support effective collaboration with engineers, geologists, and agency staff, ensuring consistent, high-quality evaluations for the City's development services.

STAFFING TABLE

NAME AND ROLE	EXPERIENCE AND CREDENTIALS
Isam Hasenin, PE, CBO, MSCE President and Building Official Contact: (858) 260-0495	30+ years of experience CA Licensed Professional Engineer Certified: Building Official, Building Plans Examiner
Amar Hasenin Project Manager/ Director of Operations Contact: (858) 254-4158	10+ years of experience Certified: Commercial Building Plans Examiner, Building Inspector, Plumbing Plans Examiner, Plumbing Inspector, Accessibility Plans Examiner, Accessibility Inspector
Gil Estrada Designated Building Official	10+ years of experience ICC Certified Plans Examiner
Ramon Hernandez Designated Building Official	25+ years of experience Multiple ICC certificates
Sandra Schmitz, PE, SE Lead Building Plan Review Engr.	15+ years of experience CA Licensed Professional Engineer, ICC Certified Plans Examiner
Saeed Amirazizi, SE, CBO, CASp Senior Plan Review Engr.	30+ years of experience CA Licensed Professional and Structural Engineer Certified Accessibility Specialist (CASp); Certified Plans Examiner
Gary Ho, PE, SE Lead Structural Review Engr.	30+ years of experience CA Licensed Professional and Structural Engineer
Areli Sanchez Lead Building Plan Review Engr.	5+ years of experience ICC Certified Plans Examiner
Aaron Beebe, PE, SE Structural Review Engr.	20+ years of experience CA Licensed Professional and Structural Engineer
Allen Lang, PE, SE Structural Review Engr.	20+ years of experience CA Licensed Professional and Structural Engineer
Daniel Lee, PE, SE Structural Review Engr.	20+ years of experience CA Licensed Professional and Structural Engineer
Edward Alexanian, PE, SE Structural Review Engr.	30+ years of experience CA Licensed Professional and Structural Engineer
Henry Hadidi, PE, SE Structural Review Engr.	30+ years of experience CA Licensed Professional and structural Engineer
Bachar Koujah, PE, CASp Building & CASp Plan Reviewer	20+ years of experience CA Licensed Professional Engineer Certified Accessibility Specialist (CASp); Certified Plans Examiner
Robert Chun, PE Building Plan Review Engr.	25+ years of experience CA Licensed Professional Engineer, ICC Certified Plans Examiner
Scot Weisse, PE	15+ years of experience

Building Plan Review Engr.	CA Licensed Professional Engineer, ICC Certified Plans Examiner
Mohammed El Assad, PE Building Plan Review Engr.	20+ years of experience CA Licensed Professional Engineer, ICC Certified Plans Examiner
Alaa Atassi Plan Review Engr.	5+ years of experience ICC Certified Plans Examiner
Mulham Hweidi Building Plan Review Engr.	5 years of experience BS in Civil Engineering
Mehmet Amiroglu Building Inspector and Plan Review Engr.	3+ years of experience BS in Civil Engineering
Ed Dion Building Plan Review Engr.	10+ years of experience BS in Civil Engineering
Emily Wilson Building Plan Review Engr.	2 years of experience BS in Civil Engineering
Tim Shell, PE Civil Plan Review Engr.	30+ years of experience CA Licensed Professional Engineer
Anne Hamad Building Plan Review Engr.	2 years of experience BS in Civil Engineering
Jamal Naji, PE Civil Plan Review Engr.	25+ years of experience CA Licensed Professional Engineer
Ahmad Erikat, EIT Civil Plan Review Engr.	15+ years of experience EIT Certificate
Hassan Itani, PE MP Plan Review Engr.	10+ years of experience CA Licensed Engineer; ICC Certified Plans Examiner
Abed Itani, PE Electrical Engr.	20+ years of experience CA Licensed Engineer; ICC Certified Plans Examiner
Ron De Leon, PE Electrical Plan Check Engr.	25+ years of experience CA Licensed Engineer
Amir Amiri, PE Electrical Plan Review Engr.	20+ years of experience CA Licensed Professional Engineer; ICC Certified Plans Examiner
Kevin Ybarra Electrical Plans Examiner	20+ years of experience ICC Certified Plans Examiner
Dan Larsen, CASp CASp Plan Reviewer/Insp.	20+ years of experience Certified Accessibility Specialist (CASp)
Vince Anderson Lead Fire Plan Reviewer	10+ years of experience Certified Fire Plans Examiner, Fire Marshal
Gabriel Reza Fire Plan Reviewer	10+ years of experience Certified Fire Plans Examiner
Doug Evans, FPE Fire Protection Engr.	20+ years of experience CA Licensed Fire Protection Engineer
Bob Scott Fire Plans Examiner	25+ years of experience Fire Plan Review and Former Fire Marshal; Fire Inspector II, Building Inspector, Building Plans Examiner
William Barranon Manager, Inspection Services	30+ years of experience
George Lockfort	30+ years of experience

Senior Combination Inspector	Over 15 ICC Certifications including Plans Examiner, combination inspector
Duncan McLane Combination Inspector	25+ years of experience with multiple certifications
Ralph Meza Building Inspector	6+ Years of Experience ICC Certified Building Inspector, ICC Certified Commercial & Residential Plumbing Inspector, ICC Certified Structural Masonry
Aric Hanson Building Inspector	5 Years of Experience ICC Certified Commercial Building Inspector, ICC Mechanical Inspector, ICC Electrical Inspector
Tom Graham Combination Inspector	25+ years of experience ICC Certified Building Inspector, ICC Certified Residential Inspector
Steve Stingl Combination Inspector	30+ years of experience ICC Certified Building Inspector
Charles Valaer Combination Inspector	20+ years of experience ICC Certified: Building Inspector, Combination Inspector
Joe Harris Combination Inspector	20+ years of experience
Rene Avila Senior Combination Inspector/Plans Examiner	30+ years of experience ICC Certified: Building Inspector, Combination Inspector
Randy Kilburn Senior Combination Inspector	30+ years of experience ICC Certified: Building Inspector, Combination Inspector
Marc Chambers Senior Building Inspector	20+ years of experience Multiple ICC certificates
Jeremy Hall Senior Combination Inspector	15+ years of experience Multiple ICC certificates
Brenda Sylvester Combination Inspector	25+ years of experience
Alexandra Street Lead Permit Technician	Supervising Permit Technician 6 years of experience
Roy Kim Permit Technician	Permit Technician 5 years of experience
Jesica Miner Permit Technician	Permit Technician 6 years of experience
Cierra Smith Permit Technician	Permit Technician 3 years of experience

7. RESUMES

Resumes for proposed personnel providing the Scope of Services can be found in the APPENDIX.

8. REFERENCES

Our client base reflects a wide diversity of geography, size and construction project types ranging from coastal cities like the City of Del Mar, Malibu, Huntington Beach and Dana Point to large cities with a wide range of construction projects like the City of San Jose and Los Angeles County. In addition, we have many mid-size urban cities with a high concentration of high tech and biotech projects and a mix of infill multifamily projects like Redwood City, Burlingame, Pasadena, and Carlsbad. We have clients throughout the state. However, we maintain our boutique style and feel by providing personal attentive service and being responsive and available to our clients and their customers. This is a testament to the impeccable reputation of our president and team members and ability to deliver the level and quality of service expected by our public agency partners. Here is a sample of our clients and the scope of services provided.

REFERENCES

<u>CLIENTS</u>	<u>DATES</u>	<u>SERVICES PROVIDED</u>
<u>CITY OF GLENDALE</u> CONTACT: <i>ARA SARGSYAN, BUILDING OFFICIAL</i> ADDRESS: 633 E. BROADWAY, GLENDALE, CA 91206 PHONE: (818) 937-8104 EMAIL: ASARGSYAN@GLENDALECA.GOV	2020- PRESENT	PLAN REVIEW AND INSPECTION SERVICES
<u>COUNTY OF LOS ANGELES</u> CONTACT: <i>FOUAD BARAKAT, PRINCIPAL ENGINEER</i> ADDRESS: 4801 E. 3RD ST., LOS ANGELES, CA 90022 PHONE: (626) 674-9021 EMAIL: FBARAKAT@DPW.LACOUNTY.GOV	2020- PRESENT	PLAN REVIEW SERVICES
<u>CITY OF RIALTO</u> CONTACT: <i>JAY GARCIA, CHIEF BUILDING OFFICIAL</i> ADDRESS: 150 S. PALM AVE., RIALTO, CA 92376 PHONE: (909) 820-2505 EMAIL: JAYGARCIA@RIALTOCA.GOV	2022- PRESENT	BUILDING OFFICIAL, PLAN REVIEW, INSPECTION SERVICES AND PERMIT PROCESSING SERVICES

KERN COUNTY CONTACT: <i>POLA ARSANIOUS, PE, CASP, CBO, ENGINEERING MANAGER</i> ADDRESS: 2700 M ST., BAKERSFIELD, CA 93301 PHONE: (661) 862-5078 EMAIL: ARSANIOUSP@KERNCOUNTY.COM	2024-PRESENT	PLAN REVIEW SERVICES
CITY OF HUNTINGTON BEACH CONTACT: <i>JASMINE DALEY, CHIEF BUILDING OFFICIAL</i> ADDRESS: 2000 MAIN ST., HUNTINGTON BEACH, CA 92648 PHONE: (714) 375-5147 EMAIL: JASMINE.DALEY@SURFCITY-HB.ORG	2021-PRESENT	PLAN REVIEW AND INSPECTION SERVICES
CITY OF TUSTIN CONTACT: <i>MARIAM MADJLESSI, MS, PE, CBO, CASP, BUILDING OFFICIAL</i> ADDRESS: 300 CENTENNIAL WAY, TUSTIN, CA 92780 PHONE: (714) 573-3109 EMAIL: MMADJLESSI@TUSTINCA.ORG	2022-PRESENT	PLAN CHECK, INSPECTIONS AND PERMIT TECHNICIAN

9. PROOF OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/21/2025

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

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

PRODUCER Risk Strategies Company 2040 Main Street, Suite 450 Irvine, CA 92614 www.risk-strategies.com CA DOI License No. 0F06675		CONTACT NAME: Sherry Young PHONE (A/C, No, Ext): 949-242-9237 FAX (A/C, No): E-MAIL ADDRESS: syoung@risk-strategies.com	
INSURED		INSURER(S) AFFORDING COVERAGE	
True North Compliance Services, Inc. 3355 E Spring Street, Suite 302 Long Beach CA 90806		INSURER A: Citizens Insurance Company of America NAIC # 31534 INSURER B: Allmerica Financial Benefit Insurance Co 41840 INSURER C: The Hanover American Insurance Company 36064 INSURER D: Westfield National Insurance Company 24120 INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 88031102

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			OB3J114022	8/27/2025	8/27/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			AW3J248741	12/9/2025	12/9/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$0			OB3J114022	8/27/2025	8/27/2026	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A	WZ3J114000	8/27/2025	8/27/2026	☒ PER STATUTE ☐ 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
D	Professional Liability Full Prior Acts			ADP0000828	8/27/2025	8/27/2026	Per Claim \$2,000,000 Aggregate \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of insurance.

CERTIFICATE HOLDER

CANCELLATION

Proof of Insurance

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

RSC Insurance Brokerage

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ACORD 25 (2016/03)

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10. PROPOSED BILLING STRUCTURE

True North Compliance Services, Inc. is pleased to propose the following competitive fees for the services listed. Additional services not listed below may be negotiated. Our pricing reflects our commitment to delivering the highest quality responsive and timely service to the City of La Habra. These include:

- Reduced plan review turnaround times.
- Ability to expedite plan review at the request of the City Building Official.
- Implementation of established electronic plan review processes.
- Highly qualified staff compensated commensurate with their duties and responsibilities.

PLAN REVIEW SERVICES

True North proposes charging 60% of the City's total Plan Review Fee for our plan review services. Our fee covers the initial review, and all rechecks, as well as all shipping and delivery of plans to/from City Hall.

- **Expedited Plan Services:** 1.5 x the proposed fees.
- **Revisions/Deferred Submittals/RFIs:** Hourly per the Table below.

Additional Services: The following hourly rate table applies to on-site staffing services and/or additional services included in our Scope of Services that may be required by the City of La Habra. Our hourly rates are all-inclusive and include salaries, overhead, benefits, PTO, etc.

HOURLY RATES FOR ADDITIONAL SERVICES

Position	Hourly Rate
Certified Building Official	\$155.00
Plan Review Engineer	\$130.00
Senior Plan Review Engineer	\$145.00
Structural Engineer	\$150.00
Licensed Geotechnical Engineer/Engineering Geologist	\$155.00
Licensed Fire Protection Engineer	\$150.00
Certified Plans Examiner I	\$110.00
Certified Plans Examiner II	\$115.00
Building Inspector I	\$100.00
Building Inspector II	\$115.00
Senior Building Inspector	\$125.00
Building Inspector Trainee	\$85.00
Code Enforcement Officer	\$100.00
Senior Code Enforcement Officer	\$120.00

CASp Plan Reviewer/Inspector	\$135.00
Fire Plan Reviewer/Inspector I	\$120.00
Fire Plan Reviewer/Inspector II	\$135.00
Grading/Public Improvements Plan Review Engineer	\$145.00
Planner	\$145.00
Senior Planner	\$160.00
Principal Planner	\$170.00
Permit Technician I	\$75.00
Permit Technician II	\$85.00
Administrative Assistant	\$65.00

- Overtime for on-site staffing will be charged at 150% of the rates above.
- Mileage for tasks related to requested scope such as inspections or site visits will be charged at the current IRS mileage rate measured from City Hall.
- Inspections outside of the City's business hours will be charged at 150% of rates above with a 3-hour minimum.
- Incidental expenses will be charged at cost.
- The above fees will be increased each year July 1" automatically by the percentage change Los Angeles - Riverside -orange County Consumer Price index -All Urban Consumers (" CPI - U") for the preceding twelve-month period through February as calculated and reported by the U. S. Department of Labor Bureau of Labor Statistics.

11. STATEMENT OF AGREEMENT

True North Compliance Services, Inc. takes no exceptions to, and proposes no deviations from, the City of La Habra's Standard Professional Services Agreement. True North further confirms that it proposes no alternative approaches to the Scope of Services or other contractual requirements and agrees to be bound by the foregoing without qualification.

12. CONSULTANT SIGNATURE

THE TRUE NORTH SERVICE COMMITMENT

Our singular focus on our motto: *Personal, attentive service and excellence in the delivery of municipal services*, has allowed us to become the go-to provider for most of our clients. The common denominator for our success serving our clients is the absolute focus on delivering high quality, responsive and timely services. We will partner with city staff, applicants and designers to come up with practical common-sense solutions to difficult code compliance challenges. Our team is available to handle questions and issues raised by City staff and/or the applicants throughout the day. Our managers are available around the clock to handle whatever needs our clients might have. We keep an open line of communications with staff and applicants to streamline and expedite the review and approval of projects being reviewed. Our customer service commitment includes the following elements:

1. Open lines of communication with the Building Official and other city managers and staff to ensure an efficient and high level of customer service.
2. President Isam Hasenin and Vice President Amar Hasenin are directly available for calls and meetings *outside* of regular Business Hours for any urgent needs or special projects.
3. Procedural directives in place to respond to phone calls and emails no later than the next business day and in most cases on the same business day.
4. Our plan check staff is available, during regular business hours, to discuss and clarify plan check issues with applicants, designers, owners and consultants. Resolution of code issues may be performed by telephone, or meetings, prior to resubmitting corrected plans and documents.
5. Office hours: our staff is available Monday through Friday from 8:00 am- 5:00 pm to respond to phone calls and email inquiries.
6. Implementation of our “Express Recheck By Appointment” system to enhance customer service and expedite approval of projects.
7. Our plan review philosophy is to perform a thorough and accurate plan review during the first submittal in order to avoid new comments and delays during subsequent review cycles and frustrating the applicants and designers.
8. Should an applicant disputes plan check comments, our plan check staff is trained and instructed to quickly elevate the issues to our QC manager to work toward quick and effective resolution of the issues.
9. Application of the code in a reasonable, practical yet safe manner and understanding and apply the spirit and intent of the code whenever needed.

PHILOSOPHY AND ETHICAL STANDARDS

A cornerstone of our growth has been our unwavering commitment to ethics and professional standards. Our guiding principle is to deliver high-quality, timely, and cost-effective service while building strong, long-term partnerships with municipal clients. Our core values are **Ethics, Transparency, Collaboration, Clear Communication, Customer Service Excellence, Empathy, and Fiscal Prudence**. We apply our philosophy, along with our core values, to everything we do in the day-to-day operations and in the delivery of all of our services. To that end, we will:

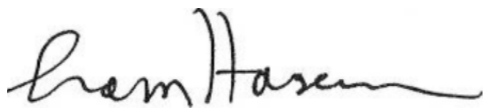
- ✓ Partner and collaborate with City's Building Official, Fire Marshal and their staff to deliver a streamlined and expeditious process for plan reviews.
- ✓ We deliver on every promise we make to our clients.
- ✓ Deliver timely, high-quality service.
- ✓ Thorough and complete plan review with clear concise comments during the first review to minimize delays and frustrations.
- ✓ Reasonable, practical yet safe approach to code compliance.
- ✓ Availability of our staff and managers to City staff and applicants.
- ✓ Free early global code review during discretionary process.

CONFLICT OF INTEREST

True North Compliance Services, Inc. attests that none of its managers or staff have any real or perceived conflict of interest with the City of La Habra related to this RFP. We work diligently to avoid any real or perception of conflict of interest and hold ourselves to the highest ethical standards in the delivery of our services. To that end, we have the following policies and procedures in place:

1. We only work for public agencies in the assessment and verification services. We do not provide any design services to private or public agencies.
2. We do not work for any private developers, designers or engineers.
3. Our staff are not permitted to perform any design or consulting work on their own in any client city.
4. Our staff and managers are required to disclose any personal financial interest in any city client.
5. Our staff is not permitted to be involved in any way in project reviews, inspections or approval of their personal projects, or their family members or friends.
6. Our staff and managers are not permitted to accept gifts of any monetary value from clients or project applicants and contractors.
7. Our staff and managers are not permitted to develop personal relationships or friendships with project applicants or builders of projects they are working on.

Please see below for the signature of Isam Hasenin, President of True North Compliance Services, Inc. and the individual authorized to bind the Consultants to the terms of this proposal and confirm our commitment to the City of La Habra.

A handwritten signature in black ink, appearing to read 'Isam Hasenin', with a stylized, flowing script.

Isam Hasenin, MSCE, PE, CBO, President

APPENDIX: RESUMES



Isam Hasenin, P.E., CBO

President/Building Official

Education

B.S. Degree - Civil Engineering
San Diego State University

M.S. Degree – Structural Engineering
Pennsylvania State University

Licenses and Certifications

- Licensed Professional Engineer in the State of California
- ICC Certified Building Official
- ICC Certified Plan Examiner

Professional Activities

- Vice Chair of the International Accreditation Services (IAS) 2008- 2016.
- California Building Standards Commission-Member and Vice Chair 2002-2010
- Vice-Chair of the Division of the State Architect Access Advisory Board 1995 – 2000
- ICC Education Committee 2000-2007
- CALBO Education Committee 1995-2002
- DSA Accessibility Committee 1992-1998
- Numerous other ad hoc professional committees

Affiliations

- International Code Council
- Member of the American Society of Civil Engineers.

Background

An accomplished senior-level technical manager and building official with over 25 years of experience in the code compliance services in both the private sector as well as the public sector. Isam developed an impeccable reputation, over his long career, as a forward-thinking customer services-centric public agency administrator, licensed Civil Engineer and technical manager providing high quality responsive service to public agencies and their citizens.

Experienced building official with hundreds of decisions and ruling on complex code issues, interpretation and application of equivalencies and Alternate Materials and Methods. Highly respected technical expert with many years of service on many technical standard writing committees. Served as a Vice Chair of the California Building Standard Commission for over 4 years responsible for the adoption and application of the building codes in California. Active participant in the code development & administration process both on the state and national levels and serving on many technical committees and boards.

Select Work Experience

True North Compliance Services, Inc. President/ Building Official

Isam serves as Principal/Team Leader and main point contact for True North Compliance. He ensures that services are delivered in accordance with the Scope of Services established with the client; he recruits and hires staff; he provides oversight and management of all True North's staff; he manages the firm's rigorous quality control program; he provides technical and administrative training to staff and clients; assist clients in code adoption, development of policies and procedures and provide recommendations for alternative solutions and methods of compliance for unique complex code compliance challenges that don't fit squarely in the prescriptive provisions of the Code.

Bureau Veritas Chief Operating Officer

Manage the code compliance division with hundreds of local building department clients throughout the U.S. Division; provides local jurisdictions and agencies with a comprehensive range of municipal services and building department operations including plan review, inspection and permit processing services and fire and health review services. Clients include over 200 cities and public agencies throughout the country.

City and County of San Francisco -Development Services Director/Chief Building Official

Managed the Department of Building Inspection with a staff of over 400 and an operating budget exceeding \$50 million. Responsible for the plan review and inspection process and code enforcement program for the city. As the Chief Building Official, led the adoption and local amendment process of the City's construction codes in compliance with state law, set technical policies and procedures for the application and enforcement of the City's codes, authored code interpretations and reviewed and acted upon numerous submitted requests for modifications or approvals of alternate materials and methods to prescriptive code requirements.

- American Public Work Association
- AIA -San Diego Chapter
- AIA -Orange County Chapter

**City of San Diego -Planning & Development Department
Chief Building Official/Chief Deputy Director**

Managed the entire ministerial review and construction permits Division with a staff of over 300 and an operating budget exceeding \$30 million. Responsible for the plan review and inspection process with functions and disciplines ranging from the traditional review and inspection of the California Codes to civil engineering reviews, public improvement plans, drainage and grades, traffic and transportation engineering review, landscape and zoning, geology, mapping review and the fire services section responsible for plan review and inspection of fire suppression systems, sprinklers, alarm systems, hazardous materials and fire department access. Managed staff included professional engineers in many disciplines, certified inspectors in all construction trades, planners, landscape architects, licensed surveyors, engineering geologists, fire fighters, counter technicians, and administrative and clerical staff. As the Chief Building Official, led the adoption and local amendment process of the City's construction codes in compliance with state law; set technical policies and procedures for the application and enforcement of the City's codes; author code interpretations and review and act upon numerous submitted requests for modifications or approvals of alternate materials and methods to prescriptive code requirements.

**City of Long Beach -Department Building & Planning
Engineering & Operations Officer/Chief Engineer**

Managed the Plan Review and Engineering Services Division, the Development Services Center and the Office and Support Division. The combined staff of the three divisions was over 22 with an operating budget of over \$2 million. Duties included supervision of the professional engineering staff and inspectors performing the review and subsequent approval of proposed building structural, mechanical, plumbing and electrical plans for compliance with local and State codes; providing code interpretations; reviewing requests for modifications or approvals of alternates to prescriptive code requirements. Other duties included acting as the lead senior technical manager for the City's Access Appeals Board and leading the City's efforts in the upcoming adoption of the latest editions of model building codes.

**City of San Diego -Planning & Development Department
Senior Structural Engineer**

Planned, assigned, and directed the work of plan check engineers. Consulted with contractors, architects, and building owners regarding application of building codes and other state and local ordinances. Performed structural damage assessments and feasibility studies. Researched and determined acceptability of new materials and methods of construction. Trained and evaluated work performance of subordinates. Managed complex projects for division. Provided leadership and direction to staff. Provided second opinion to customers and was responsible for resolution of project-related conflicts. Served on committees and performed special assignments.

Amar Hasenin

Director of Operations/ Senior Plan Review Engineer

Education

B.S. Degree - Civil Engineering
Long Beach State University

Certifications

- ICC- certified Building Plans Examiner
- ICC- certified Building Inspector
- ICC-certified Commercial Plumbing Plans Examiner
- ICC-certified Commercial Plumbing Inspector
- ICC-certified Accessibility Plans Examiner and Inspector

Background

An accomplished technical manager, director of operations and plan review engineer with over 10 years of experience in the code compliance services in both the private sector as well as the public sector. Amar is an effective manager of building operations and managing the needs of our public agency partners and delivering high quality, responsive and timely service.

A graduate engineer and ICC-certified plans examiner with many years of experience as a design engineer and Plan Reviewer of the entire range of construction projects ranging from small residential projects to complex commercial facilities, R&D, hazardous occupancies, biotech industry and mixed-use projects. Amar provided in-house plan review and counter services for various jurisdictions throughout the state. He provides recommendations and solution to complex code-compliance issues to building officials. Amar managed regional operations for third party consultants throughout the state of California.

Work Experience

True North Compliance Service, Inc. Director of Operations/Senior Plan Review Engineer

As the Director of Operations for True North, Amar serves as the day-to-day operational and technical manager for True North. He ensures that services are delivered in accordance with contracts and meeting clients' needs and expectations; He recruits and hires staff; he provides oversight and management of all True North's staff; He will assign and monitor the workload of staff, quality of reviews and timeliness of the review process; He manages the firm's rigorous quality control program; He provides technical and administrative training to staff and clients; He assists clients in code adoption, development of policies and procedures and provides recommendations for alternative solutions and methods of compliance for unique complex code compliance challenges. Amar is also a senior-level Plan Reviewer who performs reviews on the entire range of constructions projects, especially complex buildings such as large mixed-use projects, R&D facilities, hazardous materials, labs, educational uses and large assembly occupancies.

West Coast Code Consultants Regional Manager

Amar served as the Southern California Regional Manager for the firm providing building department services to multiple public agencies throughout the region. He also served a supervising Plan Reviewer for the Peninsula office of the firm. He served as in-house plan reviewer in multiple jurisdictions throughout the state including Redwood City and Dana Point. Amar was also the key plan reviewer of complex and challenging construction projects.

CSG Consultants
Plan Examiner

Reviewed plans and specification to ensure compliance with building codes, regulations and ordinances. Performed in-house plan review and counter plan check services for several cities including Fontana, Fullerton, Redlands, County of San Bernardino and the City of Huntington Beach.

Hasenin Consulting Engineers
Design Engineer

Performed design services for residential projects; used AUTOCAD to prepare structural drawings and details; prepared cost estimates; consulted with homeowners and contractors; provided inspections of construction projects; provided design of grading and other public improvements and developed AutoCAD drawing; interacted with local building and engineering departments for review and approval of submitted projects; performed site assessments, took measurements and prepared drawings; performed ADA site assessments and measurements; performed site assessments of damaged commercial and assembly buildings for insurance companies to determine extent of damage and required code upgrades.

Sandra Schmitz, S.E.

Senior Structural Review Engineer

Education

B.S. Degree -Architectural Engineering- Cal Poly San Luis Obispo

M.A. Degree – Art History

Licenses and Certifications

- Licensed Engineer in the State of California
- CASp
- ICC Certified Plans Examiner

Background

Over 15 years of experience as a plan check and design engineer. Highly accomplished Professional Engineer who is effective at reviewing the entire range of residential and commercial plans for compliance with applicable building codes. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient licensed plans check engineer who is knowledgeable about current codes and their effective interpretation.

Select Work Experience

True North Compliance Services, Inc.

Senior Plan Review Engineer

Conduct plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations; perform plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; provide interpretations of building codes, State laws and local ordinances to city staff and the public; evaluate alternate methods of construction/materials and provides recommendations; provide technical assistance to city staff; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; maintain liaison with city staff related to project reviews and code compliance.

HR Green

Plan Review Engineer

Combination plan review engineer for the full range of construction projects for conformance with adopted Building Codes and local ordinance and regulations; performed plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; served as in-house plan check engineer at the City of Jurupa Valley; provided technical assistance to city staff.

Interwest

Plan Check Engineer

Plan review of architectural & structural plans for large, medium, & small sized residential & commercial projects. Enforce all applicable building codes including fire, life safety, and accessibility requirements. Coordinate a smooth process between clients and the cities to ensure great customer service in meeting code requirements per the Building Code. Advised and interpreted codes to homeowners, business owners, laymen, contractors, architects, and the public; and coordinated inspection activities and the construction progress with other City departments and outside agencies as needed.

RM Byrd

Project Engineer

Structural design engineer for variety of buildings and structures from single family homes to retail and office buildings; Assisted in multiple phases of architectural and structural design for new construction in addition to renovations and additions to existing structures; produced complete sets of structural AutoCAD drawings.

Gary Ho, SE, PE

Senior Structural Review Engineer

Education

B.S. Degree - Civil Engineering

University of California-Davis

M.S. Degree - Civil Engineering

Utah State University

Licenses and Certifications

- Licensed Structural Engineer in the State of California
- Licensed Civil Engineer in the State of California
- ICC Certified Plans Examiner
- ICC Certified Building Inspector
- ICC Certified Accessibility Plans Examiner

Background

Highly accomplished Professional Engineer who is effective at reviewing the entire range of residential and commercial plans for compliance with applicable building codes. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient licensed plans check engineer who is knowledgeable about current codes and their effective interpretation.

Select Work Experience

True North Compliance Services, Inc. Senior Structural Engineer

Perform plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations. Provide interpretations of building codes, State laws and local ordinances to city staff and the public; evaluate alternate methods of construction/materials and provides recommendations; provide technical assistance to city staff; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of routine building problems and the interpretation of building codes and ordinances; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; maintain liaison with city staff related to project reviews and code compliance.

City of San Francisco -Department of Building Inspections Plan Review Engineer

Joined the department in December 1994 as an Associate Civil Engineer, promoted to Civil Engineer in July 1997, to Structural Engineer in October 2001 and Senior Engineer in July 2017. Managed permit processing and reviewing for all building permit applications in the City. Structural, Architectural and Accessibilities plan review for compliance of applicable codes. Plan review buildings for all types of construction and occupancy classifications; projects include alternation, addition and retrofitting of existing buildings, and new constructions ranging from single story to multi-stories tall buildings.

AGS

Senior Structural Design Engineer

Provided structural evaluation and reports of existing buildings. Prepared structural calculations, specifications and plans for retrofitting of commercial and residential buildings. Reviewed plans for structural compliance. Prepared proposals and presentations of projects to clients. Set up design criteria, budgets and schedules of projects. Supervised staff engineers and designers in preparing calculations, specification and plans for projects. Provided co-ordinations of projects between clients, architects, engineers and contractors. Provided construction support and field inspection.

Saeed Amirazizi, SE, CASp, CBO

Building/Structural Plan Review Engineer

Education

M.S. Degree – Structural Engineering

Stanford University

B.S. Degree - Civil Engineering

Northeastern University

Licenses and Certifications

- Licensed Structural Engineer in the State of California
- Licensed Engineer in the State of California
- Certified Access Specialist (CASp)
- ICC Certified Building Official (CBO)
- ICC Certified Building Code Specialist
- ICC Certified Plans Examiner
- ICC Certified Accessibility Inspector/Plans Examiner
- ICC Certified Building Inspector
- ICC Certified Commercial Building Inspector
- ICC Certified Residential Building Inspector

Background

Saeed is a seasoned building official and engineer with extensive experience in all aspects of building department functions including plan review, inspection and administration. Highly technical expertise in all adopted codes and standards and structural engineering of complex buildings. Building Official for many local cities in California. Provides technical support and training to staff and clients.

Select Work Experience

True North Compliance Services, Inc.

Structural Review Engineer

Perform comprehensive plan reviews for residential, commercial, and industrial projects, ensuring compliance with Building Codes and local regulations. Evaluate structural engineering, electrical, mechanical, and plumbing designs for code conformity. Provide code interpretations to city staff and the public, offering technical assistance and construction recommendations. Evaluate alternate construction methods/materials and provide recommendations. Perform CASp plan reviews and inspections, preparing reports as required.

City of Norwalk

Building Official

Managed building department activities related to plan check, inspection and permit issuance. Conducted reviews of commercial, multi-family, and industrial building. Developed and implemented division goals, objectives, policies and priorities. Performed plan checking of complex projects. Supervised plans examiners, permit technicians and building inspectors

Cities of San Clemente, Garden Grove

Interim Building Official, Plan Check Engineer

Served as Interim Building Official and senior plan check engineer. Supervised permit technicians, plans examiners and building inspectors. Performed plan checking of complex projects, attended Planning Division meetings, answered planning questions related to the building issues, oversaw the consultant's plan check assignments, helped customers and public at the counter and answered inspector's, contractor's, architect's and engineer's technical questions related to the plan check submittals and construction inspection.

SRA Engineering

Structural Review Engineer

Performed plan review of public schools and community colleges for the building and safety operation of Division of the State Architect (DSA). Performed structural plan review of hospitals for building & safety operation of OSHPD. Performed structural design and seismic retrofit of all types of buildings for the state, municipal cities and private clients.

Aaron Beebe, PE, SE

Structural Plan Review Engineer

Education

M.S. Degree – Structural Engineering
Purdue University

B.S. Degree – Structural Engineering
Purdue University

Licenses and Certifications

- Licensed Structural Engineer in the State of California
- Licensed Engineer in the State of California
- LEED Accredited Professional
- Registered California Emergency Management Agency Safety Assessment Program Evaluator (SAP)
- Certified DSA Structural Plan Reviewer

Background

Over 20 years of experience in structural design and plan review of a wide range of structures and building from single family homes to high-rise, mixed use, schools, courts, and prisons. Management of design team members and supervise the work of engineers and draft persons; directed project staff in preparing contract documents, such as drawings and specifications; communicate with clients to understand project requirements and resolve complex engineering problems.

Work Experience

True North Compliance Services, Inc. Structural Plan Review Engineer

Provide structural plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

Division of State Architect Senior Structural Engineer

Structural plan review of more than \$500M of California K-12 and Community College projects; review and evaluate structural construction documents submitted for permit approval utilizing applicable state codes/standards/guidelines/laws, code interpretation and construction and engineering standards, determine review fees, and authorize the release of approved documents for construction; check engineering calculations and provide timely oral and/or written communication detailing design and/or construction deficiencies in plans and specifications; interact with the school district project managers, design consultants and contractors, to communicate permit application procedures and regulatory and code requirements and interpretations. - Participate in recommending and establishing technical policies, procedures, standards, guidelines, and specifications for plan review and construction of public schools.

Thornton Tomasetti Vice President, San Diego Office Manager

Managed the San Diego office for a national structural engineering firm; assigned the work to design engineers; provided technical leadership and direction to design engineers; set up design criteria for new structural design of new projects; Structural design engineer for highly complex structures and buildings including university buildings, courthouses and high-rise buildings, complex non-building structures and unusual structures.

Henry Hadidi, Ph.D., S.E.

Senior Structural Plan Review Engineer

Education

Ph.D. Degree -Structural Engineering
Stanford University

M.S Degree - Structural Engineering
Stanford University

Licenses and Certifications

- Licensed Professional Engineer in the State of California
- Licensed Structural Engineer in the State of California
- ICC certified Plans Examiner

Background

Mr. Hadidi is a highly respected structural engineer. He has over 30 years in structural plan check and structural design field. With a Ph.D. degree is structural Engineering from Stanford University and many years of experience designing the full range of structures including complex building and structures. He also has years of experience in structural review of variety of buildings and structures.

Select Work Experience

True North Compliance Services, Inc. Senior Structural Plan Review Engineer

Provide structural plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances. Henry is the go-to Structural Plan Review Engineer for complex structures and challenging issues.

Various Public Agencies Structural Plan Review Engineer

Provided structural plan review for many state agencies such as DSA, DGS, LAUSD throughout California. Projects reviewed included the seismic retrofit of two reinforced concrete building at Atascadero State Hospital in Atascadero, of numerous hospital buildings as part of plan check review for OSHPD, Westinghouse AP 1000 nuclear power plants, the design of a segment of the Los Angeles Metropolitan Purple Line underground metro tunnel in Los Angeles, California, as part of LA Metro internal review, seismic retrofit of the Caltrans Headquarters buildings located at Sacramento, California.

Owen Group Structural Engineer

Provided structural analysis and design for variety of buildings and structures, ranging from single family residential to multi-story apartment, commercial buildings.

Allen Lang, PE, SE

Structural Plan Review Engineer

Background

Allen is a seasoned engineer and building official with extensive experience in all aspects of building department functions. Highly technical expertise in structural engineering of complex buildings. Building Official for many local cities in the Bay Area. Provides technical support and training to staff and clients.

Select Work Experience

True North Compliance Services, Inc. Structural Review Engineer

Provide structural plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

City of Santa Clara Interim Building Official

Plan, organize and maintain the daily operation of the Building Department. Managed 36 people in the Permit Center, plan check, inspections, and code enforcement. Participated in preliminary, plan review and preconstruction for high profile projects.

City of Fremont Special Program Manager Community Development Department

Managing Plan Check division in Plans and Permit and developing special programs and processes improvements for the City.

County of Alameda Building Official

Managing the Building Department including permit center, plan check, inspection, and code enforcement with an annual budget of over \$3M and a staff of 17. Serve as technical advisor to the County Board of Supervisors. Led many initiatives to improve and streamline service and automate the permitting process.

City of San Jose Department of Building & Planning Program Manager

Managed a special program to assist applicants for over the counter projects to improve service and expedite review and permitting. Prior to that, managed plan review team, assigned work and evaluated performance of staff. Conducted plan review of complex projects and interacted with designers and applicants.

Education

M.S. Degree – Structural Engineering
University of Virginia

B.S. Degree - Civil Engineering
Taiwan Municipal College

Licenses and Certifications

- Licensed Structural Engineer in the State of California
- Licensed Engineer in the State of California
- ICC Certified Plan Examiner

Daniel H. Lee, S.E.

Senior Structural Plan Review Engineer

Education

B.S. Degree – Civil Engineering
University of California
Berkeley

Licenses and Certifications

- Structural Engineer in California & Hawaii
- Civil Engineer in California & Hawaii
- ICC Certified Building Official
- ICC Building Plans Examiner

Background

30 years of expertise as a technical expert. Planned, assigned, and directed the work of plan check engineers. Consulted with contractors, architects, and building owners regarding application of building codes and other state and local ordinances. Performed structural damage assessments and feasibility studies. Researched and determined acceptability of new materials and methods of construction. Seismic design in structural engineering consulting firms. Structural plan review in California and Hawaii building departments. Responsible for plan review of complex and challenging building.

Select Work Experience

True North Compliance Services, Inc. Structural Plan Review Engineer

Provide structural plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

County of Hawaii -Department of Public Work Structural Engineer

Responsible for the structural plan review and approval of all complex residential and commercial buildings on the Island of Hawaii. Provide code interpretations and engineered solutions/technical responses to architects, engineers, drafting personnel, contractors, and owners. Conduct in-house and public (island-wide) training seminars on local building codes and other engineering/field-inspection related topics as needed. Perform the structural design of minor County-funded buildings and structures. Work closely with County building inspectors to ensure buildings are constructed in conformance with the plans & create County standard designs for the public.

Bureau Veritas North America Inc. Consultant

Senior Structural Engineer and plan review specialist. Responsible for the structural plan review of high-rise, commercial, and residential buildings (See Major USA Plan Review Projects on page 1 for some recent projects) - Third party plan reviewer for the City and County of Honolulu.

City of Dana Point Senior Structural Engineer

Served as a division head within Building and Safety. Reviewed designs and checked calculations for complex custom-built residential homes, commercial buildings, and earth-retaining structures. Directed and supervised inspection staff in resolving difficult field problems. Coordinated and expedited plan check activities with other departments and outside agencies. Prepared technical guidelines/manuals and provided training to the staff and public. Created city standard designs as needed.

Hamid Irannejad, S.E., P.E.

Senior Structural Plan Review Engineer

Education

**M.S. Degree & B.S Degree–
Structural/Civil Engineering**
University of Akron

Licenses and Certifications

- Licensed Structural Engineer in the State of California

Background

Hamid has a Master of Science degree in Civil/Structural Engineering and a Bachelor of Science degree in Civil Engineering. Hamid has over 25 years of plan check experience as the Lead Senior Structural Engineer/ managing the day-to-day operations of the Structural Plan Check Discipline, Senior/supervising Structural Engineer and Associate/plan check Engineer with the City of San Diego Development Services Department. In San Diego, Hamid oversaw review of major projects such as mid-rise and high-rise residential and commercial buildings as well as many other types of complex structures and occupancies. Hamid has over 14 years of structural design experience of residential and commercial buildings and other structures including 8 years of structural design of steel and concrete-framed high-rise buildings with CBM Engineers, Inc. in Houston, Texas. Hamid provides structural plan check on major buildings. He is a licensed Structural and Civil Engineer in the State of California.

Select Work Experience

True North Compliance Services, Inc. Structural Plan Review Engineer

Provide structural plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

City of San Diego Senior Structural Engineer

As a Senior Structural Engineer with City of San Diego, Development Services Department, Mr. Zamani is responsible to supervise team of up to six Associates and Assistants Structural Engineers to review architectural, structural plans, structural calculations and construction specifications to verify their conformance and compliance with current California Building Codes (CBC) and local amendments for Life Safety, Structural, and Disabled Access requirements. He is also responsible to provide preliminary reviews and code interpretations for large and complex projects prior to their full submittal for plan check.

City of San Diego Structural Engineer Associate

As a Structural Engineer Associate with City of San Diego Development Services Department, He was responsible to review architectural, structural, plans, structural calculations and specifications to verify their conformance and compliance with current CBC and local amendments for Life Safety, Structural, and Disabled Access requirements.

Edward Alexanians, P.E., S.E.

Senior Structural Plan Review Engineer

Education

M.S Degree -Structural Engineering
UCLA

M.S Degree -Structural Engineering
Tehran University

Licenses and Certifications

- Licensed Professional Engineer in the State of California
- Licensed Structural Engineer in the State of California

Background

Ed is an accomplished and highly respected structural engineer. He has over 30 years in structural plan check and structural design field. He has designed or reviewed thousands of projects over his career including high rise buildings, hotels, mixed-use buildings with subterranean garage, concrete parking structures, university projects and many others. He specializes in complex and unique structural projects. Samples of complex projects reviewed by Ed included : The Burbank Studios high-rise concrete office buildings, four high-rise buildings with parking structure in the City of Burbank, Waldorf Astoria, a thirteen-story concrete hotel in Beverly Hills, nine-story office and dorm and a five-story hotel in El Segundo, nine and seven-story office buildings in Burbank, three-story hotel conversion into condominiums in Hancock Park, multi-unit apartment buildings with subterranean garage, Chase Bank building and a multi-story mixed used occupancy building, five-story post tension concrete open parking structure in the City of Alhambra, two high-rise buildings in Beverly Hills, several Cal State university facilities

Select Work Experience

True North Compliance Services, Inc. **Senior Structural Plan Review Engineer**

Provide structural plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

County of Los Angeles **Office Manager**

Supervision of plan checking, permitting and inspection services for the South Whittier District Office and two contract cities of La Mirada and Santa Fe Springs. Supervision of the plan check engineers, permit technicians and inspectors. Interpretation of the Building Code requirements and conflict resolution between the public and office staff. Responding to the Board of Supervisors' inquiries about the area's issues.

County of Los Angeles **Supervising Civil Engineer**

Senior plan check engineer, responsible for review of complex structures, high-rise and mid-rise buildings, amusement rides at the Universal and Six-Flags Magic Mountain and earthquake damaged buildings for the Los Angeles County Building Code compliance. A team member for damage assessment of several buildings after the Los Angeles riots and the 1994 Northridge Earthquake.

Frank Lucas & Assoc. **Design Structural Engineer**

Design of a variety of structures and buildings throughout the region.

Bachar Koujah, P.E., CASp

Senior Plan Review Engineer

Education

B.S. Degree -Civil Engineering

M.S. Degree - Structural Engineering

Licenses and Certifications

- Licensed Engineer in the State of California
- CASp
- Building Inspector

Background

Over 25 years experience as a plan check engineer. Highly accomplished Professional Engineer and CASp who is effective at reviewing the entire range of residential and commercial plans for compliance with applicable building codes. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient licensed plans check engineer who is knowledgeable about current codes and their effective interpretation.

Select Work Experience

True North Compliance Services, Inc.

Plan Review Engineer

Perform plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations; perform plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; provide interpretations of building codes, State laws and local ordinances to city staff and the public; evaluate alternate methods of construction/materials and provides recommendations; provide technical assistance to city staff; perform CASp plan reviews and inspections and prepare CASp reports as needed; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; maintain liaison with city staff related to project reviews and code compliance.

Bureau Veritas

Plan Review Engineer

Combination plan review engineer for the full range of construction projects for conformance with adopted Building Codes and local ordinance and regulations; performed plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; served as in-house plan check engineer at the City of Corona; provided technical assistance to city staff; performed CASp plan reviews and inspections.

City of Irvine

Senior Plan Check Engineer

Plan review of architectural & structural plans for large, medium, & small sized residential & commercial projects. Enforce all applicable building codes including fire, life safety, and accessibility requirements. Coordinate a smooth process between clients and the City to ensure great customer service in meeting code requirements per the Building Code. Advised and interpreted codes to homeowners, business owners, laymen, contractors, architects, and the public; and coordinated inspection activities and the construction progress with other City departments and outside agencies as needed. Mentored and supervise colleagues to improve their skills and education by providing technical knowledge.

City of Riverside

Plan Review Engineer

Plan review of architectural & structural plans for large, medium, & small sized residential & commercial projects. Enforced all applicable building codes including fire, life safety, and accessibility requirements. Coordinated a smooth process between clients and the City to ensure great customer service in meeting code requirements per the Building Code.

Scot Weisse, P.E.

Senior Plan Review Engineer

Education

B.S. Degree- Architectural Engineering- California Polytechnical University, San Luis Obispo

Licenses and Certifications

- Licensed Engineer in the State of California
- CA Commercial Building Plans Examiner

Background

California Licensed Civil Engineer with nineteen years of experience in structural engineering, construction, and plan review of the entire range of construction projects. Areas of expertise include structural engineering and plan checking complex commercial and residential projects. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient licensed plans check engineer who is knowledgeable about current codes and their effective interpretation.

Select Work Experience

True North Compliance Services, Inc. **Plan Review Engineer**

Perform plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations; perform plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; provide interpretations of building codes, State laws and local ordinances to city staff and the public; evaluate alternate methods of construction/materials and provides recommendations; provide technical assistance to city staff; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; maintain liaison with city staff related to project reviews and code compliance.

City of Ventura **Supervising Plan Check Engineer**

Manage the plan check and permit counter operations for the city. Plan check architectural & structural plans for large, medium, & small sized residential & commercial projects. Enforce all applicable building codes including fire, life safety, and accessibility requirements. Coordinate a smooth process between clients and the City to ensure great customer service in meeting code requirements per the Building Code. Advised and interpreted codes to homeowners, business owners, laymen, contractors, architects, and the public; and coordinated inspection activities and the construction progress with other City departments and outside agencies as needed. Mentored and supervise colleagues to improve their skills and education by providing technical knowledge; served as acting building official in the absence of the building official

Li & Associates **Senior Design Engineer**

Served as lead engineer / project manager for multiple projects; met with clients, architects, contractors and building officials; designed simple to large residential and commercial projects including complex lateral and gravity systems; developed plans and details for construction; construction administration; managed project budgets and time schedules; delegating work to draftsmen and other engineers.

Robert Chun, P.E.

Senior Plan Review Engineer

Education

B.S. Degree - Civil Engineering
University of California-Berkeley

M.S. Degree - Civil Engineering
San Jose State University

Licenses and Certifications

- Licensed Engineer in the State of California

Background

Highly accomplished Professional Engineer who is effective at reviewing the entire range of residential and commercial plans for compliance with applicable building codes. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient licensed plans check engineer who is knowledgeable about current codes and their effective interpretation.

Select Work Experience

True North Compliance Services, Inc. **Plan Review Engineer**

Perform plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations; perform plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; provide interpretations of building codes, State laws and local ordinances to city staff and the public; evaluate alternate methods of construction/materials and provides recommendations; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of routine building problems and the interpretation of building codes and ordinances; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; maintain liaison with city staff related to project reviews and code compliance.

City and County of San Francisco- Department of Building Inspection **Senior Plan Check Engineer**

Plan check architectural & structural plans for large, medium, & small sized residential & commercial projects. Enforce all applicable building codes including fire, life safety, and accessibility requirements. Coordinate a smooth process between clients and the City to ensure great customer service in meeting code requirements per the Building Code. Advised and interpreted codes to homeowners, business owners, laymen, contractors, architects, and the public; and coordinated inspection activities and the construction progress with other City departments and outside agencies as needed. Mentored and supervise colleagues to improve their skills and education by providing technical knowledge. Managed the City's Soft Story Program.

Mohamad Elasaad, PE

Civil Engineer

Education

B.S. Degree - Civil Engineering

Licenses and Certifications

- Licensed Civil Engineer in the State of California

Background

Mohamad Elasaad has over 30 years of California and International experience in Engineering Design and Project Management in the development business of variety of building structures, marine structures, large-scale mixed-use master plans, commercial and residential projects, and bridges. Throughout his career, Mohamad has acquired a tremendous ability of recognizing construction and design issues before they become potential problems. He is able to resolve technical issues, integrating all project objectives and goals to meet the targeted schedule without compromising the level of safety

Select Work Experience

True North Compliance Services, Inc. **Senior Civil Engineer**

Review of building and engineering plans for compliance with public standards and building codes. Reviews include complex structures and large subdivisions.

Los Angeles County Department of Public Works **Senior Civil Engineer (Office Manager)**

Supervise plan check engineers, building inspectors and permit technicians. Manage the plan review and inspection process for Antelope Valley office of Los Angeles County. Coordinate with design consultants and developers to ensure the safety of local and state rules and regulations are properly implemented and achieved

Los Angeles County Department of Public Work **Senior Civil Engineer**

Plan review of commercial, residential and industrial building projects for building codes and engineering standards. Work with other LA County departments and the public to coordinate permit review process. Long-term experience ensuring the Building Code is applied correctly to ensure design standards are properly implemented.

Rene Avila

Interim Building Official

Education

- Public Administration/
Political Science-
California Baptist
University

Background

Rene is a seasoned and experienced combination building inspector, supervisor and building official. He is a dedicated professional with strong interpersonal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during his inspections. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationships with peers, management, and customers. He has excellent organizational skills, computer savvy and a proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Interim Building Official/Senior Building Inspector

Rene serves as a True North Compliance Services interim building official when requested by our clients. As an Interim Building Official for client cities, Rene provides leadership and technical support to the Building Division staff. He reviews plans; provides over the counter plan review; conducts field inspections; attends weekly staff meetings; provides recommendations to staff as it relates to code application/interpretations and other Building Department questions; he works with other departments and agencies to facilitate customer requests and needs.

He also conducts field inspections of a variety of construction projects for compliance with the latest edition of the CRC, CBC and other standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Rene provides technical support to staff/contractors/ clients, trouble-shoots & investigates complaints of code violations.

Consulting Plans Examiner

City of Fontana

Rene's duties included performing plan reviews for compliance with applicable codes and regulations. He assisted in intake of projects and building permit applications. He provided assistance to permit applicants and the public. Assisted inspectors and city staff with questions on building permits and compliance with the adopted codes and city ordinances and regulations.

Assistant Director

City of Perris

Managed a department of 18 staff. Prepared and managed annual budget. Ensured compliance with codes and regulations for the city. Hired and trained staff. He successfully resolved disputes between building division staff and developers, contractors, architects, engineers, and the public. He trained inspectors and other staff and responded to inspectors' questions and inquires on codes and city regulations and policies. He prepared and presented reports to the City Council and other city boards and commissions.

Plans Examiner & Senior Building Inspector

City of Ontario

Kept up to date on inspection regulations, codes, ordinances and techniques. Re-inspected commercial and residential constructions which previously failed

Alaa Atassi

Senior Plans Examiner

Education

M.S. Degree – Structural Engineering
San Francisco State University

B.S. Degree - Civil Engineering
San Francisco State University

Certifications

- ICC Certified Commercial Plan Examiner
- ICC Certified Commercial Inspector

Background

Experienced Plans Examiner and Engineer who is effective at reviewing residential and commercial plans for compliance with applicable building codes. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient certified plans examiner who is knowledgeable about current codes and their effective interpretation.

Select Work Experience

True North Compliance Services, Inc. **Senior Plans Examiner**

Perform plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations; perform plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; provide interpretations of building codes, State laws and local ordinances to city staff and the public; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of routine building problems and the interpretation of building codes and ordinances; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; assist contractors, architects, engineers and others in the solution of complex code issues; maintain liaison with city staff related to project reviews and code compliance.

WC3 **Plans Examiner**

Performed plan review of architectural & structural plans for large, medium, & small sized residential & commercial projects; Enforced all applicable building codes including fire, life safety, and accessibility requirements; Assisted contractors, architects, engineers and others in the solution of complex structural, mechanical, electrical and related problems with interpretation of the building codes and ordinances; Maintained cooperation with other departments concerned with building and related code compliance; Performed structural inspections in the field as required.

Engineering Intern **City of South San Francisco Public Works,** **Engineering Division**

Supported city engineers on daily tasks, related to transportation, construction, public works and city streets for the City of South San Francisco.

Areli Sanchez

Plan Review Engineer

Education

B.S. Degree – Civil Engineering
San Francisco State University

Certifications

- ICC-Certified Building Plans Examiner

Skills & Awards

- Computer Literate: MS Word, Excel, PowerPoint, Pages, Viewpoint, Plangrid, MATLAB, AutoCAD, Bluebeam

Background

Over 3 years of experience in the plan review of a wide range of structures and building from residential and commercial projects and tenant improvements. Pleasant and customer service oriented professional with a helpful can-do attitude. Team player with an enthusiastic attitude. Versed in multiple permitting software and computer systems.

Work Experience

True North Compliance Services, Inc. **Plan Review Engineer**

Areli provides plan review for various projects. Review projects including single family/duplex residential construction, multifamily residential construction, commercial construction, and non-building structures. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

West Coast Code Consultants **Engineering Plans Examiner**

Perform comprehensive and complete reviews of residential projects, including for Building & Life Safety, M/E/P, CalGREEN, and Energy Conservation Requirements; Review calculations, specifications, and technical reports to determine compliance with the applicable building codes and standards for different jurisdictions; Conduct structural plan reviews for residential and commercial projects including single family dwellings, tract homes, high-pile storage racks, temporary stages, etc.; Serve the City of El Monte as its only in-house plan check engineer performing the aforementioned duties as well as answering and assisting any inquiries from the public over-the-counter.

Cahill Contractors **Project Engineering Intern**

Handled RFIs and field changes; meeting coordination, quality control on construction projects; safety inspections; under direction, carried out site inspections and conducted field assessments.

Mehmet Emiroglu

Plan Review Engineer/ Residential Inspector

Education & Certification

- **B.S. Degree – Civil Engineering**
Bilgi University
- **ICC Residential Plans Examiner**
- **ICC Residential Combination Inspector**
- **ICC Residential Building Inspector**

Skills

- Computer Literate: MS Word, Excel, PowerPoint, Pages, Keynote; MATLAB, AutoCAD, Bluebeam, Sketch-up, Stella, EPANet

Background

Amer is an experienced Plans Examiner, Engineer and inspector who is effective at reviewing and inspecting residential designs for compliance with applicable building codes. He has experience plan reviewing a wide range of residential structures and buildings. Amer has a pleasant and customer service-oriented professional with a helpful can-do attitude. Team player with an enthusiastic attitude.

Work Experience

True North Compliance Services, Inc. **Plan Review Engineer/Residential Inspector**

Provide plan review for various projects. Review projects including single family/duplex residential construction, ADU's, swimming pools, photovoltaic systems, etc. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

Misk Insaat LTD **Site Engineer**

Provided construction project management and site operations on various types of structures.

Edward Dion

Plan Review Engineer

Education

**B.S. Degree –
Civil/Structural Engineering**
University of Southern
California

Licenses and Certifications

- Engineer-In-Training (EIT)
- ICC certified Building Official
- ICC Certified Plans Examiner

Background

Ed is a highly accomplished Professional Engineer with over 10 years of experience as a plan check engineer. Highly competent at reviewing residential and commercial plans for compliance with applicable building codes. Detail-oriented and analytical professional with an efficient and thorough approach. Proficient licensed plans examiner who is knowledgeable about current codes and their effective interpretation. Ed has a pleasant and customer service-oriented professional with a helpful can-do attitude. He is a team player with an enthusiastic attitude.

Work Experience

True North Compliance Services, Inc. Plan Review Engineer

Performs plan review of the entire range of residential, commercial and industrial projects; examine and check structural engineering designs, calculations and plans for conformance with adopted Building Codes and local ordinance and regulations; perform plan review of electrical, mechanical and plumbing projects for conformance with the Mechanical Code, Plumbing Code and National Electrical Code and local ordinances and regulations; provide interpretations of building codes, State laws and local ordinances to city staff and the public; provide technical assistance to city staff; check plans for compliance with California Title 24, Energy and Disabled Access Requirements; maintain liaison with city staff related to project reviews and code compliance.

City of El Segundo Plan Review Engineer

Reviewed Architectural, Structural, Mechanical, Electrical and Plumbing drawings for code compliance and structural integrity for the entire range of construction projects submitted to the city for permitting; acted on behalf of the building official when needed; conducted field inspections to ensure all construction is in accordance with codes and ordinances; provided exemplary plan check services for Chevron, NFL Charges training facility as well as all other commercial and residential plan check services.

City of Santa Monica Plan Review Engineer

Reviewed Architectural, Structural, Mechanical, Electrical and Plumbing drawings for code compliance and structural integrity for the entire range of construction projects submitted to the city for permitting; updated & reworked the City's Green Building checklists and forms; developed policies and procedures for the Building Safety Division Plan check for Net Zero Residential buildings; supervised and trained new staff in policies and procedures. Supervise counter service and interaction with the public.

Eduardo Oliveira

Plan Review Engineer/ Residential Inspector

Education & Certification

- **B.S. Degree – Civil Engineering**
Cal State University-Long Beach
- **ICC Residential Plans Examiner**
- **ICC Building Plans Examiner**

Skills

- Computer Literate: MS Word, Excel, PowerPoint, AutoCAD, Bluebeam,

Background

Eddie is an experienced Plans Examiner, Engineer and inspector who is effective at reviewing and inspecting residential designs for compliance with applicable building codes. He has experience plan reviewing a wide range of residential structures and buildings. Eddie has a pleasant and customer service-oriented professional with a helpful can-do attitude. He is a team player with an enthusiastic attitude.

Work Experience

True North Compliance Services, Inc. **Plan Review Engineer/Residential Inspector**

Provide plan review for various projects. Review projects including single family/duplex residential construction, ADU's, swimming pools, photovoltaic systems, etc. Review and evaluate architectural and structural construction documents submitted for permit approval from various municipalities utilizing applicable codes/standards/guidelines/laws, code interpretation, appropriate municipal ordinances and construction and engineering standards; interact and communicate with design professionals and city staff on technical requirements and plan review comments; provide technical assistance to city staff; perform structural inspections in the field as needed; determine valuation and building fees; check calculations and test reports; provide assistance and information to contractors, architects, engineers and the public in the solution of complex building problems and the interpretation of building codes, structural standards and ordinances.

Timothy M. Shell, PE

Senior Civil Engineer

Education

B.S. Degree - Civil Engineering

MBA- Government Management

Licenses and Certifications

- Licensed Civil Engineer in the State of California

Background

Tim has 25+ years of broad experience in funding, planning, designing, permitting, and constructing municipal public works improvements, including coordination with Caltrans, San Diego Association of Governments, County of San Diego, North County Transit District, franchise utility companies, and other local municipal agencies and special districts. 10 years with the City of Vista, 9 years with the San Diego Water Authority and many years as a design civil engineer with design firms in Southern California. Tim also served as staff augmentation in the City of Lake Elsinore in the 90s.

Select Work Experience

True North Compliance Services, Inc. **Senior Civil Engineer**

Review engineering cost estimates; storm water projects; Compliance with Current NPDES Permits; Water Quality Management Plans; transportation projects, grading plans and other assignments as necessary. Tim prepares, implements, and manages capital improvement plans and prepares plans, specifications and cost estimates for variety of municipal projects. He also serves as project manager or construction manager for municipal projects.

City of Vista **Principal Engineer**

Manages consultant and construction contracts for the city's Capital Improvement Program, serving the Streets Section of the Public Works Department, the Parks and Recreation Department, and the Sanitation and Stormwater Sections of the Public Works Department. Prepares plans, specifications, and estimates for variety of municipal public works projects, for transportation, drainage, parks, and facilities.

San Diego County Water Authority **Senior Civil Engineer**

Managed consultant and construction contracts for large waterworks facilities providing wholesale water supplies to member agencies in San Diego County. Provided studies, reports, and designs for System Operation upgrades and modifications.

BSI Consultants, Inc. San Diego, CA **Associate Civil Engineer**

Prepared plans, specifications, and estimates for variety of municipal clients, for transportation, waterworks, drainage, and sanitation facilities. Served as design team leader. Prepared Engineer's Reports and provided cost analysis for Assessment Districts. Provided staff augmentation managing capital projects at cities of Santee and Lake Elsinore, and single-family private developments at cities of Lake Elsinore and Canyon Lake.

Jamal Naji, PE

Senior Civil Engineer

Education

B.S. Degree - Civil Engineering
SDSU

Licenses and Certifications

- Licensed Civil Engineer in the State of California

Background

Over 30 years extensive experience in the Civil Engineering discipline that includes Wastewater and Land Development. Considerable experience in designing and inspecting construction of pipelines, wastewater facilities, grading, and flood control channels. Reviewed subdivision, grading and street improvement plans in accordance with the State of California Subdivision Map Act, and the City of Chula Vista and County of San Diego ordinances and policies. Taught workshop on reading grading and topographic maps to various departments in the County of San Diego. Performed field review and prepared conditions for Tentative Parcel Map Resolution

Work Experience

True North Compliance Services, Inc. **Civil Engineer**

Jamal leads major reviews for the team; he provides quality control and technical support to our team; he performs complex plan review of improvement plans, documents, and technical studies including: Rough and Precise Grading Plans; Wet Utility Plans (e.g. Sewer, Water, Recycled Water, Storm Drain); Street Improvement Plans; Hydrology Studies and Hydraulic Calculations; Water Quality Management Plans (WQMPs); Water Quality reports; Erosion Control Plans and Engineering Cost Estimates; Reviews studies and inspects wastewater facilities, sewer lines, flood control channels and building projects and performs feasibility studies for wastewater treatment plants and pump stations.

City of Chula Vista – Department of Public Works **Associate Civil Engineer**

Wastewater Management

Project Manager for capital improvement projects that included pipe rehabilitation projects using micro-tunneling, pipe bursting, pipe lining and slip-lining technologies; Managed and coordinated Industrial Waste Program with the City of San Diego Wastewater Pretreatment Program; Prepared Requests for Proposal and executed contracts for designing Salt Creek Sewer Trunk project (over \$20 million project); coordinated and managed sewer capacity agreements between the City of Chula Vista and the County of San Diego. Coordinated wastewater projects with Field Operations and Engineering Design Divisions; Designed and inspected grading, wastewater facilities, sewer lines, flood control channels and building projects; Prepared project specifications and plans using AutoCAD and WordPerfect software for wastewater facilities; Prepared operation & maintenance manuals, and feasibility studies for wastewater treatment plants and pump stations.

Land Development

Reviewed subdivision, grading and street improvement plans in accordance with the State of California Subdivision Map Act, and the City of Chula Vista and County of San Diego ordinances and policies; Taught workshop on reading grading and topographic maps to various departments in the County of San Diego; Performed field review and prepared conditions for Tentative Parcel Map Resolution; Established an inspection program on borrow pit operations in the County of San Diego.

Geotechnical Engineering

Performed soil tests in accordance with the American Standard for Testing Materials Specifications.

Hassan Itani, PE

M/P Plan Review Engineer

Education

B.S. Degree – Mechanical Engineering

California State Polytechnic University, Pomona

Licenses and Certifications

- Licensed Engineer, Mechanical
- ICC -Certified Mechanical Plans Examiner

Background

Hassan is a highly qualified plan review engineer and design engineer with over 8 years of experience in the review and design of heating, ventilation, and air conditioning (HVAC), plumbing systems for compliance with local and state codes and energy standards. He has knowledge and experience in large scale alternative energy generation plants. Hassan has a strong background in project management and evaluation of existing HVAC/MEP systems.

Select Work Experience

True North Compliance Services, Inc. Mechanical/Plumbing Plan Review Engineer

Provide plan review and field investigations for compliances with mechanical and plumbing codes and standards and review of energy compliance documents (Title 24) for wide range of construction projects ranging from residential additions to new high-rise buildings, hotels, malls, large public facilities, hazardous occupancies, R&D, and Biotech Facilities.

City of Los Angeles Mechanical Engineering Associate II

Review of plumbing, mechanical, heating, ventilation, and air-conditioning (HVAC), as well as electrical building plans of commercial, multi-family and industrial for compliances with mechanical, plumbing, and electrical codes, and standards. Review of energy compliance documents. Provide information on codes and regulations to engineers, architects, and contractors. Resolve issues between the field inspectors and contractors. Perform calculations for ventilation, mechanical equipment, piping, wiring, and load verifications.

Boeing Fleet System Engineer

Monitor multiple airplane fleets and provide targeted maintenance recommendations for critical faults, enabling real-time situational awareness of in-flight Boeing airplanes; work directly with airlines to help improve reliability metrics by implementing prognostic alerting systems.

Applied Medical Mechanical Engineering Intern

Assisted in developing and testing Kii Dissecting Balloon, promoting its reliability in the field to expedite product release; collaborated with senior engineers in product development to revise manufacturing process and equipment maintenance schedules to increase efficiency; sole generator of maintenance manuals, installation, operational, and performance qualification reports to document product progress; meeting FDA requirements in case of audit.

Ron De Leon, P.E.

Electrical Plan Review Engineer

Education

B.S. Degree – Electrical Engineering
California State Polytechnic University Pomona

Licenses and Certifications

- **Licensed Electrical Engineer in the State of California**

Background

Ron has over 25 years of diverse experience in electrical engineering construction design and plan review for a variety of construction projects ranging from TIs to complex occupancies, high rise buildings, high voltage systems and sub-stations. He reviews complex building plans for conformance to applicable electrical regulations and calculates electrical adequacy; prepares reports and written recommendations and coordinates construction activities with other agencies and citizen groups.

Select Work Experience

True North Compliance Services, Inc. **Electrical Plan Review Engineer**

Provide plan review and field investigations for compliances with the National Electrical Code (NEC) and standards and review of energy compliance documents (Title 24) for a wide range of construction projects ranging from residential additions to new high-rise buildings, hotels, malls, large public facilities, hazardous occupancies, R&D, and Biotech Facilities.

City of San Diego -Building & Safety **Associate Electrical Engineer**

Perform plan review of the Electrical Code for multifamily buildings, hotels, and all type of commercial buildings, including San Diego Convention Center, airport projects, office buildings, city facilities, fire stations, retail buildings, laboratories, restaurants, OSHPD 3 facilities, and industrial buildings. In addition, assist city inspectors with technical questions and day-to-day field issues for compliance with the National Electrical Code.

March Air Reserve Base **Project Electrical Engineer**

Perform the design and project management of military base projects for construction per Unified Facilities Criteria (ICC building code with amendments per WBDG and military plans) and Energy Code. Projects included Barracks remodel (Group R2 occupancy), Air traffic tower and lobby (Group A Occupancy), Upgrade of airfield power distribution and lighting, solar PV systems, Backup Generators, fire alarm mass notification systems.

California Department of Transportation **Senior Electrical**

Program manager for Caltrans' research and technology transfer program in the area of Bus Rapid Transit, Electrical vehicle collision systems, battery and other propulsion, and other communications and electrical systems development to relieve traffic congestion and improve mobility in partnership with UC Berkeley PATH program, FTA, FHWA, Caltrans HQ traffic operations, and other local transit agencies such as San Jose VTA, San Diego MTS, and San Mateo Transit District.

Amir Amiri, P.E.

Electrical Plan Review Engineer

Education

B.S. Degree – Electrical Engineering
CAL State University,
Northridge

Licenses and Certifications

- **Licensed Engineer in the State of California**

Background

Amir has over 20 years of diverse experience in the electrical engineering construction design and plan review for a variety of construction projects ranging from TIs to complex occupancies, high rise buildings, high voltage systems and sub-stations. He reviews complex building plans for conformance to applicable electrical regulations and calculates electrical adequacy; prepares reports and written recommendations and coordinates construction activities with other agencies and citizen groups.

Select Work Experience

True North Compliance Services, Inc. **Electrical Plan Review Engineer**

Provide plan review and field investigations for compliances with the National Electrical Code (NEC) and standards and review of energy compliance documents (Title 24) for wide range of construction projects ranging from residential additions to new high-rise buildings, hotels, malls, large public facilities, hazardous occupancies, R&D, and Biotech Facilities. Amir is also our internal expert for high voltage systems and sub-stations and large-scale solar farms.

120 Degreez, Inc. **Senior Electrical Engineer**

Performs engineering designs and calculations, prepares plans, estimates, and specifications. Consults with department representatives and other agencies on electrical engineering problems, and checks plans, and specifications developed by consultants. Inspects major electrical or electronic contract work; checks material lists to ensure conformance with specifications; makes field investigations and surveys. Prepares calculations for photometric, power, and energy studies and load characteristics. Supervise and check the work of subordinate engineers and drafting personnel, drafted and designed power distribution and electrical site plans, panel schedules, and lighting plans per NEC and local codes under engineering supervision. Performed all aspects of project, including Title 24, load calculation, and single line diagrams.

City of San Diego -Building & Safety **Associate Electrical Engineer**

As an electrical plan review engineer, performed plan review of the Electrical Code for multifamily buildings, hotels, and all type of commercial buildings, including San Diego Convention Center, airport projects, office buildings, city facilities, fire stations, retail buildings, laboratories, restaurants, OSHPD 3 facilities, and industrial buildings. In addition, assist city inspector with technical questions and day to day field issues for compliance with the National Electrical Code.

Daniel Larson, CASp

Senior Plans Examiner and Inspector

Education

A.S. Degree –
Math/Engineering
Sacramento City College

Licenses and Certifications

- CASp Accessibility Specialist
- ICC Building Inspector
- ICC Certified Plan Examiner
- ICC Accessibility Inspector and Plan Examiner
- ICC Residential Plan Examiner

Background

Daniel Larsen has over 30 years of experience in performing non-structural plan reviews for commercial, residential, and industrial projects. He has extensive experience in building inspection and the construction trades as it relates to Fire and Life Safety and Disabled access under the International Building Codes, ADA Standards and the Fair Housing Laws.

Select Work Experience

True North Compliance Services, Inc. Senior Plan Examiner and Inspector

Provide Title 24 accessibility plan review, inspection, ADA surveys and site investigations of variety of projects ranging from commercial buildings to hotels, public buildings and similar buildings. Perform ADA surveys and transition plans for public agencies and universities. Duties included plan review and site verification for compliance with Federal ADA Access Standards, Fair Housing Laws, and California Disabled Access regulations.

DPL Consulting and Inspection Services Senior Plan Examiner and Inspector

10 years of experience providing ADA and California T-24 Accessibility surveys and plan review and inspections to local Architectural firms and small business owners. The majority of the surveys provided have been to various local State of California agencies that occupy privately owned commercial and residential apartment buildings within the Cities and Counties of California, Oregon, Washington, Nevada, Arizona, Utah & Florida.

Cosumnes River College Fire Life Safety/Disabled Access Inspector

Reviewed drawings and assessed construction against plans. Completed inspections of current construction, refurbishment, and repair projects. Noted violations and issued documentation such as stop work orders to contractors or owners. Kept up to date on inspection regulations, codes, ordinances, and techniques. Investigated complaints, incidents, and accidents at work sites. Re-inspected commercial and residential constructions which previously failed inspections.

County of Sacramento -Building Inspection Division Senior Technical Manager

11 years' experience performing fire and life safety and disabled access plan reviews of commercial and industrial projects in addition to complete plan reviews of residential dwellings. Provided jurisdictional audits of disabled access procedures, plan review and inspection services.

Douglas Evans, FPE

Fire Protection Engineer

Education

B.S. Degree – Civil Engineering
CSULA

Licenses and Certifications

- Licensed Fire Protection Engineer -CA, NV
- Member, ICC Fire Code Interpretation Committee
- Fellow of Society of Fire Protection Engineers (SFPE)
- Member of NFPA Technical Committee on Smoke Management

Background

Technical expert on all fire protection aspects for the mega-resorts on the Las Vegas Strip. These facilities are essentially “cities under one roof”. His duties included review, comment and approval of fire protection plans on a wide range of issues and occupancy types, for new as well as existing facilities. He has been responsible for malls, atria, theaters, arenas, and mega-resorts, as well as numerous high-rise residential and office towers. He was also responsible for developing fire protection-related policy statements and guidelines for internal and external use.

His experience includes suppression and detection/alarm systems, fire-resistive construction, exiting, elevators, secondary power supplies, fire testing, fire modeling, hazardous materials and the codes/standards requirements that apply to the specific fire protection aspects. Some of his areas of specialization include: alternates/equivalences (performance-based designs) to prescriptive code requirements, smoke management systems, plastics/ foam plastics as building materials, interior finishes, unique interior features, combustible exterior facades, grease duct enclosures and product listings/applications for use on and within structures.

Mr. Evans has published several articles in trade journals and has given a number of professionally related presentations.

Select Work Experience

True North Compliance Services, Inc. **Fire-Life Safety Plan Review Technical Lead**

Performs complex fire safety plan review services for a variety of occupancies, including but not limited to high rise buildings, malls, atria, theaters, arenas, and mega-resort. Reviews complex fire modeling and alternates/equivalences (performance-based designs) to prescriptive code requirements, smoke management systems, plastics/ foam plastics as building materials, interior finishes, unique interior features, combustible exterior facades, grease duct enclosures and product listings/applications for use on and within structures.

Clark County **Senior Fire Protection Engineer**

Performed complex plan review and conducted field construction inspections for new and existing buildings. Conduct field inspections and testing of new and existing fire protection systems. Reviewed blueprints for construction projects, including but not limited to grading plans, fire lane and fire apparatus access roads, fire alarm and detection systems, fire sprinkler and standpipe systems and general fire safety. Oversee special construction projects and represent the city fire and building department to ensure timely completion of plan review and onsite construction inspections to ensure project completion.

Fire Protection Engineer **Design Engineer**

Performed design of complex fire safety systems; examining existing structures to determine if the fire protection aspects were compliant with applicable codes and standards; designing exit systems, specifying fire-resistive aspects of building components; specifying when fire suppression and alarm systems were required; reviewing code requirements and negotiating levels of protection with stakeholders.

Scot Deal, FPE

Fire Protection Engineer

Education

M.S. Degree – Fire Protection Engineering
Worcester Polytechnic Institute

B.S. Degree - Chemical Engineering
Oregon State University

Licenses and Certifications

- Licensed Fire Protection Engineer- CA, TX
- Chartered Engineer in European Schengen
- Contributor to International Building Code Council Interpretations Committee
- Bilingual (English and Spanish)

Background

Technical expert on all fire protection aspects for complex project. His experience includes suppression and detection/alarm systems, fire-resistive construction, exiting, elevators, secondary power supplies, fire testing, fire modeling, hazardous materials and the codes/standards requirements that apply to the specific fire protection aspects. Some of his areas of specialization include: alternates/equivalences (performance-based designs) to prescriptive code requirements, smoke management systems, plastics/ foam plastics as building materials, interior finishes, unique interior features, combustibile exterior facades, grease duct enclosures and product listings/applications for use on and within structures.

Select Work Experience

True North Compliance Services, Inc. **Senior Fire Protection Engineer**

Performs complex fire safety plan review services for a variety of occupancies, including but not limited to high rise buildings, malls, atria, theaters, arenas and mega-resort. Reviews complex fire modeling and alternates/equivalences (performance-based designs) to prescriptive code requirements, smoke management systems, plastics/ foam plastics as building materials, interior finishes, unique interior features, combustibile exterior facades, grease duct enclosures and product listings/applications for use on and within structures.

\$24 Billion Metro Project **Riyadh Metro Project, Saudi Arabi**

Suggest FEED strategies, templates for Alternative Methods approach, Risk evaluation of combustibile materials, Hazard likelihoods and local tolerance level, Identify deviations from Employer's Requirements and prescriptive codes, Value engineering.

Vincent Anderson

Senior Fire, Life-Safety Plans Examiner

Education

M.S. Degree – Emergency Management Specialty

A.S. Degree – Fire Technology

UCSD – professional Certificate in Fire Protection Engineering

Licenses and Certifications

- State Certified Fire Inspector II
- State Certified Fire Plans Examiner
- State Certified Fire Prev Officer
- I.C.C. Certified Fire Inspector I and II
- I.C.C. Certified Fire Marshal
- I.C.C. Certified Fire Code Specialist

Background

Over 10 years of experience in the fire prevention service including serving as a Fire Marshal for over 4 years in multiple jurisdictions and many years of experience as a fire inspector and plan reviewer for many public agencies throughout California. Highly experienced in reading and interpreting blueprints, plans, conducting field construction inspections and researching, interpreting, and applying applicable codes. Concise knowledge and experience with California State Fire Codes, local regulations, federal codes, laws and NFPA guidelines. Ability to properly research, interpret and properly apply these related codes.

Comprehensive knowledge of fire detection, sprinkler fire protection and other life safety systems, including NFPA requirements for inspection, installation, testing and evaluation of systems.

Select Work Experience

True North Compliance Services, Inc.

Fire-Life Safety Plan Reviewer

Performs complex fire safety plan review services for a variety of occupancies, including but not limited to public college campuses, mid- and high-rise buildings, storage buildings, hazardous and high pile storage, multi-family residential use and solar/PV in both new and existing buildings. Reviews blueprints for construction projects, including but not limited to grading plans, fire apparatus access roads, fire alarm and detection systems, fire sprinkler and standpipe systems, and general fire safety. Conducts inspection and testing of fire detection systems including fire sprinklers, fire alarm, standpipe, and wet chemical systems.

City of Redlands

Fire Marshal

Manages the daily activities of the Community Risk Reduction Division. Responsible for the Supervision, hiring, training & evaluation of the staff. Interpret, apply, and enforce all applicable codes and standards. Conduct advanced and complex plan review for new construction projects, tenant improvements, fire apparatus access, hazardous material storage and fire detection and fire protection systems.

California State University System

Fire Marshal

Founded southern unit of the program and now oversee Fire Marshals and Plan Examiners for 11 campuses; Developed policies for effective service delivery system wide, highlighted by wildfire preparedness & resiliency; Coordinated with Office of the State Fire Marshal on diverse plan review and permitting; Served as an ambassador of the Chancellor's Office assisting campuses navigate complex compliance scenarios.

Huntington Beach Fire Department

Fire Protection Analyst

Main responsibilities included plan review for new construction & remodel projects, as well as special events; Development Reviews: Conditional Use Permits, Planning Entitlements, Fire Master Plans, and Fire Pre-Plans; Special events headlined by Great Pacific Waterfront Airshow & US Open of Surfing.

Gabriel Reza

Fire, Life-Safety Plan Reviewer

Education

B.S. Degree – Urban Planning

Certifications

- Certified Fire Inspector, NCSA #CFC040513
- Certified Fire Safety Officer, Office of the State Fire Marshal
- Hazardous Waste Operations and Emergency Response Certified

Affiliations

- International Code Council Los Angeles Basin Chapter- Fire Life Safety Chairman
- International Code Council – Appreciation Award
- California Building Officials – 2020 Educator of the Year
- California Fire Chiefs Association, Executive Board Member, SoCal FPO, President

Background

Extensive experience of over 15 years conducting Title 19/24 fire and life safety inspections. Concise knowledge and experience with California State Fire Codes, local regulations, federal codes, laws and NFPA guidelines. Ability to properly research, interpret and properly apply these related codes.

Comprehensive knowledge of fire detection, sprinkler fire protection and other life safety systems, including NFPA requirements for inspection, installation, testing and evaluation of systems.

Select Work Experience

True North Compliance Services, Inc. **Fire-Life Safety Plan Reviewer**

Performs complex fire safety plan review services for a variety of occupancies, including but not limited to public college campuses, mid and high rise buildings, storage buildings, hazardous and high pile storage, multi-family residential use and solar/PV in both new and existing buildings. Reviews blueprints for construction projects, including but not limited to grading plans, fire apparatus access roads, fire alarm and detection systems, fire sprinkler and standpipe systems, and general fire safety. Conducts inspection and testing of fire detection systems including fire sprinklers, fire alarm, standpipe, and wet chemical systems.

City of Glendale **Senior Fire Safety Specialist**

Conduct advanced and complex project and blueprint plan review for new construction projects, tenant improvements, fire apparatus access, hazardous material storage and fire detection and fire protection systems; Interpret, apply, and enforce all applicable codes and standards including: Title's 8, 19/24, CA. Fire, Building and Mechanical Codes, CA. Health and Safety Code and NFPA codes; Sampled and tested hazardous and industrial waste; Performed new construction inspections abiding by standardized methods; Conducted fire prevention training activities for fire department operations; Prepared and maintained precise reports following record-keeping procedures.

City of Glendale **Planning Assistant**

Reviewed commercial and single/multi-family projects for zoning code compliance; Processed planning entitlements and housing projects, CEQA review and analysis; Processed and presented applications to the City's Design Review Board, Planning Commission, and City Council.

Sergio Perreira

Senior Fire-Life Safety Plans Examiner/ Inspector

Education

Fire Prevention Officer –
California State Fire Marshal

Fire Science Degree –
Miramar College

Licenses and Certifications

- Automatic Fire Alarm - Association Fire Alarm Testing & Inspection
- California State Fire Academy Hydraulics for Fire Sprinklers
- National Fire Academy - Management of Fire Prevention Programs
- National Fire Academy - Evaluating Performance Based Designs
- National Fire Sprinkler-Association Sprinkler Design Residential to High-Rise
- National Fire Sprinkler Association Pumps for Fire Protection

Background

Sergio has over 30 years of experience in all operations of a fire rescue department, starting in firefighting, then moving to performing plan review and inspections of all types of occupancies and construction projects and Supervising the Plan Check and Inspections for New Construction/Fire Protection Systems.

Extensive knowledge and experience conducting Title 19/24 fire and life safety plan review and inspections of numerous complex projects in the City of San Diego including convention facilities, high rise hotels, biotech research & development companies, research labs and high-tech manufacturing facilities.

Sergio has been a Fire Science Instructor at Miramar and Southwest Community Colleges in San Diego for over 10 years.

Expert in preparing Emergency Preparedness Plans.

Select Work Experience

True North Compliance Services, Inc. **Fire-Life Safety Plan Reviewer/Inspector**

Performing complex fire safety plan review & inspection services for a variety of occupancies, including but not limited to public college campus, mid and high rise buildings, storage buildings, hazardous and high pile storage, multi-family residential use and solar/PV in both new and existing buildings. Review fire apparatus access roads, fire alarm and detection systems, fire sprinkler and standpipe systems. Consult on Fire Department management and Emergency management plans.

City of San Diego **Supervisor Plan Check & Inspection for New Construction/Fire Protection Systems**

Supervise and train inspectors in plan check of building plans and fire protections system, including fire alarm systems, smoke control, fire pumps, sprinklers, kitchen suppression system, spray paint booths, clean agent systems, fixed and semi-fixed suppression systems for tank farms, standpipe systems including high-rise standpipes.

Develop and update sprinkler policies and many other Fire Prevention policies. Provided applicability of fire, building and alternate means and methods of fire protection. Conducted new hire interviews. Investigated and made recommendations for disciplinary action. Responsible for supervising inspection teams and approving occupancy of all high-rise construction in previous 15 years and other major projects including the San Diego Convention Center expansion, Petco Park, San Diego County Jail, and airport expansion. Provided solutions for complex problem such as: City Administration Building, Sun Road high-rise, Petco Park, Grant Hyatt, and Hilton explosion.

City of San Diego **Fire Plans Examiner**

Plan review for Fire Access and Water Supply for the City of San Diego. Consultant for Project Managers, Architects, Engineers. And Homeowners for Fire Access, Brush Management Mitigation and Fire Code information. Provided training for Electrical and Plumbing inspectors for fire alarm and sprinkler inspections.

Ron Carter

Fire-Life Plans Examiner/Inspector

Licenses and Certifications

- Fire Academy -City of San Diego
- Certified as a Paramedic through Palomar College
- EMT Certified
- State Fire Marshal, Certificates in Fire/Sprinkler and Alarm plan check

Background

Over 25 years of experience in all operations of a fire rescue department, starting in firefighting/paramedic, then moving to performing plan review and inspection of all types of occupancies and construction projects.

Extensive experience conducting Title 19/24 fire and safety plan review and inspections of numerous complex projects in the City of San Diego including convention facilities, high rise hotels, biotech research & development companies, research labs and high-tech manufacturing facilities.

Knowledge and experience with California Fire Codes, local regulations, and NFPA guidelines.

Comprehensive knowledge of fire detection, sprinkler fire protection and other life safety systems, including NFPA requirements for inspection, installation, testing, and evaluation of systems.

Select Work Experience

True North Compliance Services, Inc. Fire-Life Safety Plan Reviewer

Performing fire safety plan review services for a variety of occupancies, including but not limited to public college campus, mid and high rise buildings, storage buildings, hazardous and high pile storage, multi-family residential use and solar/PV in both new and existing buildings. Review fire apparatus access roads, fire alarm and detection systems, fire sprinkler and standpipe systems.

City of San Diego Fire Plans Examiner

Plan review for Fire Access and Water Supply for the City of San Diego. Consultant for Project Managers, Architects, Engineers, and Homeowners for Fire Access, Brush Management Mitigation and Fire Code information. Provided training for Electrical and Plumbing inspectors for fire alarm and sprinkler inspections and performed fire inspections as needed.

City of San Diego Acting Fire Inspection Supervisor

In addition to Fire Plans Officer and Fire Inspector duties; supervised five Fire Inspectors tasked with all fire plan check and inspections in the City of San Diego. Section provided plan review and inspections and over the counter schedule for the section. Responsible for Fire Inspector training, performance evaluations and attended Fire management meetings.

City of San Diego Fire Inspector

Inspection and plan review for all phases of sprinkler/suppression and alarm systems for single use family homes, commercial/high-rise buildings; underground/rough & final. Rotated duties from inspections, plan check and counter plan review. Responsible for hydrant flow testing and training for new inspectors.

George Lockfort

Senior Combination Inspector/Manager of Inspections

Licenses and Certifications

- ICC Certified Building Inspector
- ICC Certified Combination Inspector
- ICC Certified Plumbing Inspector
- ICC Certified Mechanical Inspector
- ICC Certified Plans Examiner
- ICC Certified Special Inspector: Masonry
- ICC Certified Special Inspector: Reinforced Concrete
- ICC Certified Special Inspector: Prestressed Concrete
- ICC Certified Special Inspector: Structural Steel/Welding

Background

George is accomplished combination building inspector with over 30 years of experience. He has experience inspecting a wide range of different project for several jurisdictions throughout the San Diego area.

George is a dedicated professional with strong organizational skills, who is detail-oriented, conscientious and thorough. Thrives in a fast-paced and dynamic work environment. All while maintaining a positive working relationship with peers, management and customers. Dependable and capable of providing leadership with strong decision-making skills. Proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc. Combination Building Inspector

George serves as True North Compliance Services senior building inspector. He conduct Field Inspections of all building aspects on Residential/Commercial Structures (TI, Parking Garages, Tilt Up, ADA and Multi Family) to determine compliance with (2019 CBC, CPC, CMC, 2017 NEC Code) and other adopted jurisdiction ordinances. Interpret/ Enforce Adopted City Codes & Ordinance, Review Plans, Calculations & Specifications, Coordinate & Schedule Daily Inspection Assignments. Provide Technical Support to Staff/Contractors/ Clients, Trouble-shoot & Investigate Complaints of Code Violations. Manage and Maintain records/logs/ reports & other documentation, Issue Violations and Corrections.

As the Manager of Inspections for True North, George recruits, evaluates and hires new inspectors for the firm. He also provides oversight, training and quality control for our inspection team.

City of Chula Vistas Senior Inspector

Provide inspection services for the entire range of projects in the City of Chula Vista for compliance with applicable codes, standards and local regulations and ordinances.

City of San Diego Senior Combination Inspector

Assign and supervise the work of Combination Inspectors who inspect residential and other structures for compliance with the City's Underground Program (UP), Storm Water regulations, California Health and Safety Codes, and provisions of the California Model Codes and San Diego Municipal Code; investigate and resolve inspection issues; provide technical information to builders, contractors, engineers, designers and the public; prepare reports and memorandums; utilize computer software for training and scheduling purposes; train and evaluate the work performance of subordinates; develop policies and procedures; and perform other duties as assigned.

Gilbert Estrada

Building Official/Senior Building Inspector

Education

- MS in Public Administration- Cal State University

ICC Certifications

- Certified Building Official
- Certified Mechanical Inspector
- Certified Plans Examiner
- Certified Plumbing Inspector
- Residential Combination Inspector
- Cal OES Safety Assessment Program

Background

Gil is a seasoned and experienced building Official, plans examiner, and combination building inspector. He is a dedicated professional with extensive technical background, strong interpersonal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during the permitting and inspection process. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationships with staff, management, and customers. He has excellent organizational skills, computer savvy and a proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Interim Building Official/Senior Building Inspector

Gil serves as a True North Compliance Services interim building official when requested by our clients. He also performs plan reviews and conducts field inspections of a variety of construction projects for compliance with the latest editions of the CRC, CBC and other codes, standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Gil provides technical support to staff/contractors/ clients, trouble-shoots and investigates complaints of code violations.

City of Cathedral City

Chief Building Official

As the Building Official for the city, Gil provided leadership and technical support to the Building & Safety Division staff. He directed and coordinated the activities of the Building & Safety Division. He reviewed plans; provided over the counter plan review; conducted field inspections; attended weekly staff meetings; provided recommendations to staff as it relates to code application/interpretations and other Building Department questions; he worked with other departments and agencies to facilitate customer requests and needs.

City of Indio

Chief Building Official

As the Building Official for the city, Gil provided leadership and technical support to the Building & Safety Division staff. He directed and coordinated the activities of the Building & Safety Division. He reviewed plans; provided over the counter plan review; conducted field inspections; attended weekly staff meetings; provided recommendations to staff as it relates to code application/interpretations and other Building Department questions; he worked with other departments and agencies to facilitate customer requests and needs.

City of Palm Springs

Chief Building Official

As the Building Official for the city, Gil provided leadership and technical support to the Building & Safety Division staff. He directed and coordinated the activities of the Building & Safety Division. He reviewed plans; provided over the counter plan review; conducted field inspections; attended weekly staff meetings; provided recommendations to staff as it relates to code application/interpretations and other Building Department

Randy Kilburn

Senior Combination Inspector

Licenses and Certifications

- ICC Certified Building Inspector
- ICC Certified Combination Inspector

Background

Randy is accomplished combination building inspector with over 30 years of experience. He has experience inspecting a wide range of different project for several jurisdictions throughout the San Diego area.

Randy is a dedicated professional with strong organizational skills, who is detail-oriented, conscientious and thorough. Thrives in a fast-paced and dynamic work environment. All while maintaining a positive working relationship with peers, management and customers. Dependable and capable of providing leadership with strong decision-making skills. Proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc. Combination Building Inspector

Randy serves as True North Compliance Services senior building inspector. He conduct Field Inspections of all building aspects on Residential/Commercial Structures (TI, Parking Garages, Tilt Up, ADA and Multi Family) to determine compliance with (2019 CBC, CPC, CMC, 2017 NEC Code) and other adopted jurisdiction ordinances. Interpret/ Enforce Adopted City Codes & Ordinance, Review Plans, Calculations & Specifications, Coordinate & Schedule Daily Inspection Assignments. Provide Technical Support to Staff/Contractors/ Clients, Trouble-shoot & Investigate Complaints of Code Violations. Manage and Maintain records/logs/ reports & other documentation, Issue Violations and Corrections.

City of Coronado Senior Inspector

Provide inspection services for the entire range of projects in the City of Coronado for compliance with applicable codes, standards and local regulations and ordinances; Checks field conditions and enforces compliance with zoning laws; Prepares reports and correction notices.

City of San Diego Combination Inspector II

Inspect residential structures including multi-family units and mobile homes for compliance with all applicable building, electrical, mechanical and related codes; Checks and enforces field conformance to approved plans; Checks field conditions and enforces compliance with zoning laws applicable to residential and accessory structures; Investigates complaints of code violations and inspects appliances for conformance with applicable regulations; Obtains evidence for use in building code-related court cases; Prepares reports and correction notices; Reviews construction, repair, replacement, installation, and repair plans, and inspects sites for practicability of plans; Keeps records and prepares reports.

Steve Stingl

Building Official/Senior Building Inspector

ICC Certifications

- Plans Examiner
- Combination Building Inspector
- Combination Dwelling Inspector
- Cal OES Safety Assessment Program

Background

Steve is a seasoned and experienced combination building inspector, supervisor and building official. He is a dedicated professional with extensive technical background, strong interpersonal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during the permitting and inspection process. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationships with staff, management, and customers. He has excellent organizational skills, computer savvy and a proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Interim Building Official/Senior Building Inspector

Steve serves as a True North Compliance Services interim building official when requested by our clients. He also conducts field inspections of a variety of construction projects for compliance with the latest editions of the CRC, CBC and other codes, standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Steve provides technical support to staff/contractors/ clients, trouble-shoots and investigates complaints of code violations.

Interim Building Official/ City of Imperial Beach Contract Assignment

As the Interim Building Official for the city, Steve provided leadership and technical support to the Building Division staff. He reviewed plans; provided over the counter plan review; conducted field inspections; attended weekly staff meetings; provided recommendations to staff as it relates to code application/interpretations and other Building Department questions; he worked with other departments and agencies to facilitate customer requests and needs.

City of Chula Vista Building Inspections Manager

As the Inspection Manager for the City of Chula Vista, Steve planned, scheduled, and coordinated the field operations of the building division; he conducted the most complex field inspections of industrial, commercial, and residential buildings during various stages of construction and remodeling; he performed field review of plans and specifications; maintained records and prepared appropriate paperwork, correspondence, records, and reports; he successfully resolved disputes between building division staff and customers; he developed and implemented policies and procedures; He hired and trained inspectors and provided technical support and leadership to the inspection staff; he coordinated final inspections with other departments and agencies.

City of Chula Vista Senior Building Inspector

Steve provided combination inspections on a variety of construction projects ranging from residential remodels to new multi-story office and hotel buildings to verify compliance with adopted codes and standards including Building, MEP, Energy, Accessibility and local ordinances and regulations.

Duncan McClane

Senior Building Inspector

Certifications

- Building Inspector
- Residential Combination Inspector
- Mechanical Inspector UMC
- Plumbing Inspector UPC
- Commercial Building Inspector
- Accessibility Inspector/Plans Examiner
- Electrical Inspector
- Cal OES Safety Assessment Program

Background

Duncan is a seasoned and experienced combination building inspector. He is a dedicated professional with strong interpersonal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during his inspections. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationships with peers, management, and customers. He has excellent organizational skills, computer savvy and a proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Senior Building Inspector

Duncan serves as a True North Compliance Services senior building inspector. He conducts field inspections of a variety of construction projects for compliance with the latest edition of the CRC, CBC and other standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Tom provides technical support to staff/contractors/ clients, trouble-shoots & investigates complaints of code violations.

City of San Diego

Combination Inspector

Duncan provided combination inspections on a variety of construction projects ranging from residential remodels to new custom homes to verify compliance with adopted codes and standards including Building, MEP, Energy, Accessibility and local ordinances and regulations.

Southern California

Contract Inspector

Duncan's duties included performing inspections and providing general support to Building Departments in Southern California. In addition, Tom acted as a liaison with the jurisdictions served. He ensures compliance with the adopted building codes and local regulations and installation of plumbing and HVAC systems in new construction and alterations.

Southern California

Inspector of Record

Duncan was the Inspector of Record for many large and complex public projects throughout Southern California for public agencies such as Cal State Los Angeles, UCLA, UC Irvine, LA Department of Public Works and Caltrans. Projects inspected included power plants, lab facilities, dormitory projects, water filtration projects, high voltage installations, pile driving and other complex projects.

Marc Chambers

Senior Combination Inspector

Background

Marc is a seasoned and experienced Combination Building Inspector. He is a dedicated professional with strong interpersonal skills and great customer service. He is capable, dependable, courteous and helpful. He always looks for ways to help customers find solutions during his inspections. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationships with peers, management, and customers. He has excellent organizational skills, computer savvy and a proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Senior Combination Inspector

Marc serves as True North Compliance Services senior building inspector. He conducts field inspections of all types of construction projects for compliance with adopted codes including Building, MEP, Energy, Accessibility and local ordinances and regulations. He also provides Fire Code, sprinkler, and alarm inspections for residential and commercial facilities. He interprets/ enforces City Codes & Ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments; provides technical support to staff/contractors/ clients; trouble-shoots & investigates complaints of Code violations and manages and maintains records/logs/ reports & other documentation, and issues violations and corrections. He adapts to the City's needs and expectations to allow for easy integration into the day-to-day inspection operations.

City of San Diego

Electrical Inspector II

Marc provided electrical and fire alarm inspections for over 12 years on a variety of construction projects ranging from small residential projects to large complex commercial facilities to verify compliance with adopted codes and; reviewed plans and specifications, identifying any construction that deviated from approved plans; Verify construction site compliance with storm water regulations.

Supervising Electrician

Sunlight Solar Energy

Supervise all work for compliance with engineering specifications, Oregon Electrical Specialty Code, and Energy Trust requirements; Work with crews on-site to ensure safe and timely completion of work; Check proposed plans for accuracy, feasibility, and code compliance; Manage field operations for quality, safety, and efficiency.

Education/Certification

- B.S. Forest Management
- ICC Commercial Fire Alarm Inspector – 5310572-CA
- ICC Electrical Inspector – 5310572 -E5
- ICC Residential Combination Inspector – 5310572-R5
- ICC Commercial Electrical Inspector – 5310572-E2
- ICC Residential Electrical Inspector – 5310572-E1
- ICC Residential Structural Inspector – 5310572-B1
- ICC Residential Plumbing Inspector – 5310572-P1
- ICC Residential Mechanical Inspector – 5310572-M1
- Oregon State General Supervising Electrician – 4129S

Tom Graham

Senior Building Inspector

Certifications

- Building Inspector
- Residential Combination Inspector
- Mechanical Inspector UMC
- Plumbing Inspector UPC

Background

Tom is a seasoned and experienced combination building inspector. He is a dedicated professional with strong inter-personal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during his inspections. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationship with peers, management, and customers. He has excellent organizational skills, computer savvy and proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Senior Building Inspector

Tom serves as a True North Compliance Services senior building inspector. He conducts field inspections of variety of construction projects for compliance with the latest edition of the CRC, CBC and other standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Tom provides technical support to staff/contractors/ clients, trouble-shoots & investigates complaints of code violations.

Contract Inspector

Tom's duties included performing inspections and providing general support to Building Departments in Southern California. In addition, Tom acted as a liaison with the jurisdictions served. He ensures compliance with the adopted building codes and local regulations and installation of plumbing and HVAC systems in new construction and alterations.

City of Huntington Beach

Inspections Supervisor

As the Inspection Supervisor for the City of Huntington Beach, Tom planned, scheduled, and coordinated the field operations of the building division. He conducted the most complex field inspections of industrial, commercial, and residential buildings during various stages of construction and remodeling. He performed field review of plans and specifications; maintained records and prepared appropriate paperwork, correspondence, records, and reports. He successfully resolved disputes between building division staff and developers, contractors, architects, engineers, and the public. He coordinated final inspections with other departments and agencies and trained inspectors and responded to inspector's questions and inquires on codes and city regulations and policies.

City of Long Beach

Building Inspector

Tom provided combination inspections on a variety of construction projects ranging from residential remodels to new multi-story office and hotel buildings to verify compliance with adopted codes and standards including Building, MEP, Energy, Accessibility and local ordinances and regulations

Aric Hanson

Combination Building Inspector

Certifications

- ICC Certified Commercial Combination Building Inspector
- ICC Certified Commercial Building Inspector
- ICC Certified Commercial Mechanical Inspector
- ICC Certified Commercial Plumbing Inspector
- ICC Certified Commercial Electrical Inspector
- S1 Structural Steel and Bolting Inspector
- S2 Structural Steel and welding Inspector
- Soils Special Inspector
- Reinforced Concrete Special Inspector

Background

Aric is a seasoned and experienced combination building inspector. He is a dedicated professional with strong inter-personal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during his inspections. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationship with peers, management, and customers. He has excellent organizational skills, computer savvy and proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Building Inspector

Aric serves as a True North Compliance Services building inspector. He conducts field inspections of variety of construction projects for compliance with the latest edition of the CRC, CBC and other standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Aric provides technical support to staff/contractors/ clients, trouble-shoots & investigates complaints of code violations.

Hanson Dynamic Inspections Inc. (Self-Owned), Lawndale— QA Inspector

March 2020 – Present

- Coordinated lab inspections and site communications
- Preform special inspections: epoxy, shear walls, concrete, welding.
- Collected material samples (concrete, grout)
- Liaised with foremen on daily site needs

Harder Mechanical Contractor, World Energy Paramount— Civil QC Inspector

Dec 2022 - Feb 2024

- Inspected rebar, foundations, piles, dowels, and anchors
- Oversaw concrete, grout, and slurry pours; documented in Bluebeam
- Verified materials via mill certs and CoCs
- Coordinated inspections with QA teams and city officials

Hanson Quality Construction (Family Owned), San Pedro— Sep 2013 - March 2020

- Experienced in full-scope home renovations: kitchens, bathrooms, bedrooms
- Proficient in framing, drywall, tile, concrete, stucco, roofing, painting, and finish work
- Performed minor electrical, plumbing, and HVAC installations

Rafael Meza

Senior Building Inspector

Certifications

- ICC Certified Building Inspector
- ICC Certified Commercial Plumbing Inspector
- ICC Certified Residential Plumbing Inspector
- ICC Certified Structural Masonry
- ICC Certified Reinforced Concrete

Background

Rafael is a seasoned and experienced building inspector. He is a dedicated professional with strong inter-personal skills and great customer service. He is capable, dependable, detail-oriented, conscientious, courteous, helpful and will look for ways to help customers find solutions during his inspections. He works very well under pressure and in a fast-paced environment. He builds and maintains positive working relationship with peers, management, and customers. He has excellent organizational skills, computer savvy and proven ability to adhere to the established procedures of the jurisdiction.

Select Work Experience

True North Compliance Services, Inc.

Building Inspector

Rafael serves as a True North Compliance Services Senior building inspector. He conducts field inspections of variety of construction projects for compliance with the latest edition of the CRC, CBC and other standards and adopted jurisdiction ordinances. He interprets and enforces adopted City codes & ordinance; reviews plans, calculations & specifications; coordinates & schedules daily inspection assignments. Rafael provides technical support to staff/contractors/ clients, trouble-shoots & investigates complaints of code violations.

Charles Abbott Associates

Building Inspector

June 2024-August 2024

- Led inspection duties in all trades for residential and commercial projects (MEP, Roof, ADUs, Remodels, New Construction, Garage Conversions, Electrical Panel Upgrades, Shear Wall, Drywall, Footings, Block Walls) • Perform special inspections: epoxy, shear walls, concrete, welding.

Meza Inspections, Inc.

Lead Deputy Special Inspector

January 2024-June 2024

- Led inspections with Twining Inc., UTI and DJS on various inspection projects

Dick Nigra Inspections

January 2020- January

2021

- Inspected concrete, masonry, drilled in anchors, building inspection work at various job sites
- Laboratory Test Technician

Alexandra Perkins

Senior Permit Technician/Document Control

Education

- Bachelor's degree in Marketing

Background

Alex is an experienced permit technician and document control with many years of experience serving in multiple jurisdictions. She provides counter services to property owners, business owners, and developers for permitting and processing of discretionary and administrative permits, subdivisions, approvals, and property development entitlements, as well as neighborhood code compliance and zoning violation matters.

Select Work Experience

True North Compliance Services, Inc. **Supervising Permit Technician**

Performs document control and intake of submitted projects. Communicates with clients and project applicants related to status of projects. Process projects and calculate fees and other building data. Review permit application for completeness, perform preliminary review for completeness and accuracy, perform fee calculations, route plans, verify approvals and conditions and issue permits. Use the City's permitting system to file permit applications, calculate fees, research zoning and planning requirements, enter approvals and route plans to appropriate divisions and departments.

Use of different types of computer programs to determine building permit requirements, plan check fees, water & sewer fees, and building permit fees. Perform residential and TI plan reviews and communicates effectively with clients and applicants.

Contract Permit Technician **Multiple Jurisdictions in CA**

Provided counter services to property owners, business owners, and developers for permitting and processing of building and other permits; Interprets and explains policies and regulations accurately and tactfully to the public with the completion of building permit applications; Issues multiple permits, including building, plumbing, electrical and mechanical; Calculates and processes permit and fees and provides fee estimates as requested; Records and reconciles the daily permit-related monetary transactions.

Graphics Designer

Defining requirements, visualizing and creating graphics including illustrations, logos, layouts and photos for websites, books, magazines, product packaging, and exhibitions.

Jesica Miner

Permit Technician/Document Control

Education

- Associate Degree in Marketing

Background

Jesica is an experienced permit technician and document control with many years of experience serving in multiple jurisdictions. She provides counter services to property owners, business owners, and developers for permitting and processing of discretionary and administrative permits, subdivisions, approvals, and property development entitlements, as well as neighborhood code compliance and zoning violation matters.

Select Work Experience

True North Compliance Services, Inc. **Permit Technician**

Performs document control and intake of submitted projects. Communicates with clients and project applicants related to status of projects. Process projects and calculate fees and other building data. Review permit application for completeness, perform preliminary review for completeness and accuracy, perform fee calculations, route plans, verify approvals and conditions and issue permits. Use the City's permitting system to file permit applications, calculate fees, research zoning and planning requirements, enter approvals and route plans to appropriate divisions and departments.

Use of different types of computer programs to determine building permit requirements, plan check fees, water & sewer fees, and building permit fees. Perform residential and TI plan reviews and communicates effectively with clients and applicants.

Office Manager **Sugar Loaf, Long Beach, CA**

Provide excellent customer service; Train new employees on services and products; Perform services on clients; Booking clients and maintain schedule; Manage supplies and inventory; Maintain daily/monthly sales goals; Assist with monthly reports and overlook hours related to payroll; Conduct weekly team meetings & team bonding activities.

Roy Kim

Permit Technician/Document Control

Education

- College of San Mateo Art-Enrolled

Background

Roy is an experienced permit technician and document control. He provides excellent customer service. He provides counter services to property owners, business owners, and developers for permitting and processing of discretionary and administrative permits, subdivisions, approvals, and property development entitlements, as well as neighborhood code compliance and zoning violation matters.

Select Work Experience

True North Compliance Services, Inc. **Permit Technician**

Performs document control and intake of submitted projects. Communicates with clients and project applicants related to status of projects. Process projects and calculate fees and other building data. Review permit application for completeness, perform preliminary review for completeness and accuracy, perform fee calculations, route plans, verify approvals and conditions and issue permits. Use the City's permitting system to file permit applications, calculate fees, research zoning and planning requirements, enter approvals and route plans to appropriate divisions and departments.

Use of different types of computer programs to determine building permit requirements, plan check fees, water & sewer fees, and building permit fees. Perform residential and TI plan reviews and communicates effectively with clients and applicants.

Personal Arts Project Works **Designer**

Progressed through personal art projects and assets for Live2D Avatars and streaming setups. Self-trained use of Live2D Cubism, and assortment of illustration programs.

Game Stop

Operate registers to assist customers in locating and exchange desired products; Advise customers on products and payment plans; Organize incoming and outgoing inventory; Inspect and verify customer trade-in items are in a respectable state prior to placing it into inventory.

Cierra Smith

Permit Technician/Document Control

Background

Education

- Heritage High School- Menifee, CA. High School Diploma.

Skills

- Microsoft Office (Word, Excel, Outlook, PowerPoint)

Cierra is a seasoned permit technician and document control specialist with extensive experience across multiple jurisdictions. She provides front-counter assistance to property owners, business owners, and developers, supporting the submission and processing of discretionary and administrative permits, subdivisions, approvals, and property development entitlements. Her scope of work also includes addressing neighborhood code compliance matters and zoning violations.

Select Work Experience

True North Compliance Services, Inc.

Permit Technician, 2022- present

Performs comprehensive document control and manages the intake of submitted projects. Communicates with clients and project applicants regarding project status, ensuring clarity and timely updates. Processes projects by calculating fees and reviewing building data. Reviews permit applications for completeness, conducts preliminary evaluations for accuracy, performs fee calculations, routes plans, verifies approvals and conditions, and issues permits. Utilizes the City's permitting system to file applications, calculate fees, research zoning and planning requirements, record approvals, and route plans to appropriate divisions and departments.

Proficient in multiple software systems used to determine building permit requirements, plan check fees, water and sewer fees, and other related building permit fees.

Big 5 Sporting Goods Corporate Office, El Segundo, CA — HR Generalist / Recruiter, 2019-2022

Processed and fulfilled a wide range of requests from Big 5 store locations, including new hire onboarding documentation, employee transfer actions, and responses to HR-related inquiries. Utilized internal communication platforms and HR systems—including Microsoft Office, JDE, and ADP—to ensure accurate documentation, timely support, and consistent adherence to corporate policies and procedures.

EXHIBIT B

INSURANCE REQUIREMENTS

The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. If the existing policies do not meet the insurance requirements set forth herein, Consultant agrees to amend, supplement, or endorse the policies to do so.

Without limiting the indemnity provisions of this Agreement, the Consultant shall procure and maintain in full force and effect during the term of this Agreement, the following policies of insurance.

1. **Minimum Scope and Limit of Insurance**

- A. **Commercial General Liability (CGL)** which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 00 01, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- B. **Automobile Liability Insurance** with coverage at least as broad as Insurance Services Office Form CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, coverage for hired autos (Code 8) and non-owned autos (Code 9) with limit no less than \$1,000,000 each accident for bodily injury and property damage.
- C. **Workers’ Compensation** as required by the State of California with statutory limits, and Employer’s Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury or disease.
- D. **Professional Liability** with limit of not less than \$1,000,000 each claim and \$2,000,000 aggregate. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusion that may potentially delete coverage for the work to be performed.

2. **Endorsements**

Insurance policies shall not be compliant if they include any limiting provision or endorsement contrary to this Agreement, including but not limited to restricting coverage to the sole liability of consultant, excluding contractual liability or excluding third party over actions. The following endorsements shall be provided to the City.

A. **Commercial General Liability and Automobile Liability Policies:**

- 1. **Additional Insured:** The City, its elected officials, officers, employees, volunteers, boards, agents, and representatives (REVIEW ADDITIONAL INSURED FOR YOUR CITY) are to be covered as additional insureds for the liability and defense of suits or claims arising out of the

work or operations performed by or on behalf of Consultant including materials, parts or equipment furnished in connection with such work or operations.

The commercial general liability additional insured endorsements shall be at least as broad as ISO Form(s) CG 20 10 11 85; CG 20 10, or CG 20 26.

2. **Primary and Non-Contributory:** This insurance is primary to and will not seek contribution from any other insurance whether primary, excess, umbrella, or contingent insurance, including deductible, or self-insurance available to the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives (REVIEW INSUREDS FOR YOUR CITY) as additional insureds.

The Commercial General liability primary endorsements shall be at least as broad as ISO CG 20 01 04 13.

B. Workers' Compensation:

1. **Waiver of Subrogation:** Any right of subrogation against the City, its elected officials, officers, employees, volunteers, boards, agents, and representatives (REVIEW INSUREDS FOR YOUR CITY) shall be waived.

3. **Insurance Obligations of Consultant**

The City requires and shall be entitled to the Consultant's broader coverage and/or the higher limits if Consultant maintains broader coverage and/or higher limits than the minimums shown above. Any available insurance proceeds excess of the specified minimum limits of insurance and coverage shall be available to the City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Consultant under this Agreement.

4. **Notice Of Cancellation**

Required insurance policies shall not be cancelled or coverage reduced until thirty (30) days written notice of cancellation has been served upon the City, except ten (10) days shall be allowed for non-payment of premium.

5. **Waiver Of Subrogation**

Required insurance policies shall not prohibit Consultant from waiving the right of subrogation prior to a loss. The Consultant shall waive all rights of subrogation against the indemnified parties and policies shall contain or be endorsed to contain such a provision. This provision applies regardless of whether the City has received a waiver of subrogation endorsement from the insurer.

6. **Evidence Of Insurance**

All policies, endorsements, certificates, and/or binders shall be subject to approval by the City as to form and content. These requirements are subject to amendment or waiver only if approved in writing by the City. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance

showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

7. **Self-Insured Retention**

Self-insured retentions (SIR's) must be declared to and approved by the City. The City may require Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the SIR. The policy language shall provide, or be endorsed to provide, that the SIR may be satisfied by either the named insured or the City. Self-insured retentions shall be the sole responsibility of Consultant or subcontractor who procured such insurance. The City may deduct from any amounts otherwise due Consultant to fund the SIR. The policy must also provide that defense costs, including the allocated loss adjustment expenses, will satisfy the SIR.

8. **Contractual Liability**

The coverage provided shall apply to the obligations assumed by Consultant under the indemnity provisions of this Agreement.

9. **Failure To Maintain Coverage**

The Consultant agrees to suspend and cease all operations hereunder during such time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The City shall have the right to withhold any payment due until the Consultant has fully complied with the insurance provisions of this Agreement. If the Consultant's operations are suspended for failure to maintain required insurance coverage, Consultant shall not be entitled to an extension of time for completion of the work because of production lost during suspension.

10. **Acceptability Of Insurers**

Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law. Any other rating must be approved in writing by the City.

11. **Claims Made Policies**

If coverage is written on a claims-made basis, the retroactive date of such insurance and all subsequent insurance shall coincide or precede the effective date of Consultant's initial Agreement with the City and continuous coverage shall be maintained, or an extended reporting period shall be exercised for a period of at least ten (10) years from termination or expiration of this Agreement.

12. **Excess Umbrella Liability Policies**

If any excess or umbrella liability policies are used to meet the limits of liability required by this Agreement, then said policies shall be "following form" of the underlying policy coverage, terms, conditions, and provisions and shall meet all the insurance requirements stated in this Agreement, including, but not limited to the additional insured, primary & non-contributory and waiver of subrogation insurance requirements stated herein. No insurance policies or self-insurance maintained by the City, whether primary, reinsurance or excess, and which also apply to a loss covered hereunder, shall be

called upon to contribute to a loss until Consultant's primary and excess/umbrella liability policies are exhausted.

13. **Insurance For Subcontractors**

Consultant shall be responsible for causing subcontractors to purchase the same types and limits of insurance in compliance with the terms of this Agreement, including adding the City as an additional insured, providing primary and non-contributory coverage and waiver of subrogation to the subcontractor's policies.

EXHIBIT C

CERTIFICATES OF INSURANCE AND ENDORSEMENTS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/21/2025

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

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

PRODUCER Risk Strategies Company 2040 Main Street, Suite 450 Irvine, CA 92614 www.risk-strategies.com	CONTACT NAME: Sherry Young PHONE (A/C, No, Ext): 949-242-9237 E-MAIL ADDRESS: syoung@risk-strategies.com INSURER(S) AFFORDING COVERAGE INSURER A: Citizens Insurance Company of America INSURER B: Allmerica Financial Benefit Insurance Co INSURER C: The Hanover American Insurance Company INSURER D: Westfield National Insurance Company INSURER E: INSURER F:	NAIC # 31534 41840 36064 24120
CA DOI License No. 0F06675		

COVERAGES

CERTIFICATE NUMBER: 88031127

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	☒	☒	OB3J114022	8/27/2025	8/27/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	☒	☒	AW3J248741	12/9/2025	12/9/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$0			OB3J114022	8/27/2025	8/27/2026	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N	☒	WZ3J114000	8/27/2025	8/27/2026	☒ PER STATUTE ☐ 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
D	Professional Liability Full Prior Acts			ADP0000828	8/27/2025	8/27/2026	Per Claim \$2,000,000 Aggregate \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Projects as on file with the insured.
The City of La Habra, its elected officials, officers, employees, volunteers, boards, agents and representatives are named as additional insureds and primary/non-contributory clause applies to the general and auto liability policies and a waiver of subrogation applies to the general, auto and work comp policies-see attached endorsements.

CERTIFICATE HOLDER**CANCELLATION**

City of La Habra
110 E. La Habra Blvd.
La Habra CA 90631

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

RSC Insurance Brokerage

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ACORD 25 (2016/03)

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Architects and Engineers

The following policy language is from Businessowners General Liability Coverage Part

NAMED INSURED: True North Compliance Services, Inc.

POLICY NUMBER: OB3J114022

The following are mandatory forms on the policy identified on the Certificate of Insurance:

391-1586 (08-16) BUSINESSOWNERS GENERAL LIABILITY SUPPLEMENTARY ENDORSEMENT

Additional Insured by Contract, Agreement or Permit

A. **Section II – Liability, C** – Who is an insured is amended to include as an additional insured any person or organization with whom you agreed in a written contract, written agreement or permit but only respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by your acts or omissions; or the acts or omissions of those acting on your behalf, but only with respect to:

- (i) **“Your work”** for the additional insured(s) designated in the contract, agreement or permit including “bodily injury” or “property damage” included in the “products - completed operations hazard” only if this Coverage Part provides such coverage;
- (ii) Premises you own, rent, lease, or occupy; or
- (iii) Your maintenance, operation or use of equipment leased to you.

*Definition: **“Your work”** a. Means: (1) Work or operations performed by you or on behalf; and (2) materials, parts or equipment furnished in connection with such work or operations; b. Includes (1) warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of “your work”; and (2) the providing of or failure to provide warnings or instructions.

This provision does not apply:

- (1) Unless the written contract or written agreement has been executed or permit has been issued prior to the “bodily Injury”, “property damage”, “personal injury” or “advertising injury”.
- (2) To any person or organization Included as an Insured by an endorsement Issued by us and made part of this Coverage Part.
- (3) To any lessor of equipment (a) After the equipment lease expires; or (b) If the “bodily Injury”, “property damage”, “personal injury” or “advertising Injury” arises out of sole negligence of the lessor.
- (4) To any: (a) Owners or other Interests from whom land has been leased which takes place after the lease for the land expires; or (b) Managers or lessors of premises if: (i) The occurrence takes place after you cease to be a tenant in that premises; or (ii) The “bodily injury”, “property damage”, “personal injury” or “advertising injury” arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.
- (5) To “bodily injury”, “property damage” or “personal and advertising injury” arising out of the rendering of or failure to render any professional services.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the “occurrence” which caused the “bodily injury” or “property damage” or the offense which caused the “personal and advertising injury” involved the rendering of or failure to render any professional services by or for you.

Other Insurance Primary & Non-Contributory

The following paragraph is added to **SECTION III – COMMON POLICY CONDITIONS, H – Other Insurance: Additional Insured – Primary and Non-Contributory**. If you agree in a written contract, written agreement or permit that the insurance provided to any person or organization included as an Additional Insured under **SECTION II – Liability, C. Who is an Insured** is primary and non-contributory, the following applies: If other valid and collectible insurance is available to the Additional Insured for a loss covered under **SECTION II – LIABILITY** of this Coverage Part, our obligations are limited as follows:

- (1) **Primary Insurance:** This insurance is primary to other insurance that is available to the Additional Insured which covers the Additional Insured as a Named Insured. We will not seek contribution from any other insurance available to the Additional Insured except: **(a)** For the sole negligence of the Additional Insured; **(b)** When the Additional Insured is an Additional Insured under another primary liability policy; or **(c)** When **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary.
- (2) **Excess Insurance:**
 - (a)** This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (i)** That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for “your work”;
 - (ii)** That is Fire insurance for premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner;

No coverage is provided by this Notice, nor can it be construed to replace any provisions of the policy (including its endorsements). If there is any conflict between this Notice and the policy (including the endorsements), the provisions of the policy (including its endorsements) shall prevail.

- (iii) That is insurance purchased by the Additional Insured to cover the Additional Insured's liability as a tenant for "property damage" to premises rented to the Additional Insured or temporarily occupied by the Additional with permission of the owner; or
- (iv) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of **SECTION II - LIABILITY. B. Exclusions, 1. Applicable to Business Liability Coverage.**
- (v) That is insurance available to you for your participation in any past or present "unnamed joint venture".
- (vi) That is any insurance you may have that provides coverage for your professional services.

(b) When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(c) When this insurance is excess over other Insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (i) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (ii) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage part.

(3) Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first. If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

Per Project Aggregate

The following changes are made to **SECTION II - LIABILITY**:

1. The following is added to **SECTION II - LIABILITY, D. Liability and Medical Expenses Limits of Insurance**, paragraph 4:

The Aggregate Limits of Insurance apply separately to each of "your projects" or each "location" listed in the Declarations.

2. For the purpose of coverage provided by this endorsement only, the following is added to **SECTION II - LIABILITY, F. Liability and Medical Expenses Definitions**:

1. "Your project" means:

- a. Any premises, site or "location" at, on, or in which "your work" is not yet completed; and
- b. Does not include any "location" listed in the Declarations.

2. "Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies: **a.** As if each Named Insured were the only Named Insured; and, **b.** Separately to each insured against whom claim is made or "suit" is brought.

Waiver Of Subrogation

The **TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS)** is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization *where required by written contract* because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization *where required by written contract*.

Notice Of Cancellation

For any statutorily permitted reason other than non-payment of premium, the number of days required for notice of cancellation, as provided in paragraph 2. of either the CANCELLATION Common Policy Condition or as amended by an applicable state cancellation endorsement, is increased to 30 Days.



AUTHORIZED REPRESENTATIVE

**From Hanover Forms: 391-1003 (08/16); 391-1445 (08/16); 391-1586 (08/16), 391-1003 (08/16)*

No coverage is provided by this Notice, nor can it be construed to replace any provisions of the policy (including its endorsements). If there is any conflict between this Notice and the policy (including the endorsements), the provisions of the policy (including its endorsements) shall prevail.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

A. The following is added to SECTION II – LIABILITY COVERAGE, Paragraph A.1. Who Is An Insured:

Additional Insured if Required by Contract

If you agree in a written contract, written agreement or written permit that a person or organization be added as an additional "insured" under this Coverage Part, such person or organization is an "insured"; but only to the extent that such person or organization qualifies as an "insured" under paragraph A.1.c. of this Section.

If you agree in a written contract, written agreement or written permit that a person or organization be added as an additional "insured" under this Coverage Part, the most we will pay on behalf of such additional "insured" is the lesser of:

- (1) The Limits of Insurance for liability coverage specified in the written contract, written agreement or written permit; or
- (2) The Limits of Insurance for Liability Coverage shown in the Declarations applicable to this Coverage Part.

Such amount shall be part of and not in addition to the Limits of Insurance shown in the Declarations applicable to this Coverage Part. Regardless of the number of covered "autos", "insureds", premiums paid, claims made or vehicles involved in the "accident", the most we will pay for the total of all damages and "covered pollution cost or expense" combined resulting from any one "accident" is the Limit of Insurance for Liability Coverage shown in the Declarations.

B. The following is added to SECTION IV – BUSINESS AUTO CONDITIONS, Paragraph B. General Conditions, subparagraph 5. Other Insurance:

Primary and Non-Contributory

If you agree in a written contract, written agreement or written permit that the insurance provided to a person or organization who qualifies as an additional "insured" under SECTION II – LIABILITY COVERAGE, Paragraph A.1. Who Is An Insured, subparagraph Additional Insured if Required by Contract is primary and non-contributory, the following applies:

The liability coverage provided by this Coverage Part is primary to any other insurance available to the additional "insured" as a Named Insured. We will not seek contribution from any other insurance available to the additional "insured" except:

- (1) For the sole negligence of the additional "insured"; or
- (2) For negligence arising out of the ownership, maintenance or use of any "auto" not owned by the additional "insured" or by you, unless that "auto" is a "trailer" connected to an "auto" owned by the additional "insured" or by you; or
- (3) When the additional "insured" is also an additional "insured" under another liability policy.

C. This endorsement will apply only if the "accident" occurs:

1. During the policy period;
2. Subsequent to the execution of the written contract or written agreement or the issuance of the written permit; and
3. Prior to the expiration of the period of time that the written contract, written agreement or written permit requires such insurance to be provided to the additional "insured".

D. Coverage provided to an additional "insured" will not be broader than coverage provided to any other "insured" under this Coverage Part.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO COVERAGE BROADENING ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

1. CANCELLATION EXTENSION

Paragraph **A. CANCELLATION 2. b.** of the **COMMON POLICY CONDITIONS** is replaced with the following:

- b. 60 days before the effective date of cancellation if we cancel for any other reason.

- d. Any business entity for which you have a financial interest greater than 50% of the voting stock or otherwise have a controlling interest after the effective date of this policy or that is newly acquired or formed by you during the term of this policy.

SECTION I - COVERED AUTOS

2. EMPLOYEE HIRED "AUTOS"

Description Of Covered Auto Designation Symbols; Symbol 8 is replaced by the following:

8 = Hired "Autos" Only - Only those "autos" you lease, hire, rent or borrow; including "autos" your employee hires at your direction, for the purpose of conducting your business. This does not include any "auto" you lease, hire, rent, or borrow from any of your "employees" or partners or members of their households.

The coverage provided by this provision is afforded until expiration or termination of this policy, whichever occurs earlier.

The coverage provided by this provision does not apply to any business entity described in d. above that qualifies as an insured under any other automobile liability policy issued to that business entity as a named insured or would have been an insured except for the exhaustion of the policy limits or the insolvency of the insurer.

SECTION II - LIABILITY COVERAGE

3. BROADENED NAMED INSURED

The following is added to the **SECTION II - LIABILITY COVERAGE**, Paragraph 1. **Who Is An Insured** provision:

The coverage provided by this provision does not apply to "bodily injury" nor "property damage" arising from an accident that occurred prior to your acquiring or forming the business entity described in d. above.

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4. EMPLOYEES AS INSURED'S

The following is added to the **SECTION II - LIABILITY COVERAGE**, Paragraph 1. **Who Is An Insured** provision:

- e. Any employee of yours is an "insured" while using a covered "auto" you do not own, hire or borrow in your business or your personal affairs.

5. SUPPLEMENTARY PAYMENTS

The following amends **SECTION II - LIABILITY COVERAGE**, Paragraph 2. **Coverage Extensions** provision:

Paragraph (2) is replaced by the following:

- (2) Up to \$2500 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

Paragraph (4) is replaced by the following:

- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

6. AMENDED FELLOW EMPLOYEE EXCLUSION

The following is added to the **SECTION II - LIABILITY COVERAGE**, B. **Exclusions** Paragraph 5. **Fellow Employee** exclusion:

This exclusion does not apply if the "bodily injury" arises from the use of a covered "auto" you own or hire. This coverage is excess over any other collectible insurance

SECTION III - PHYSICAL DAMAGE COVERAGE.

7. EXPENSE OF RETURNING A STOLEN "AUTO" and SIGN COVERAGE

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A.1. COVERAGE:**

d. Expense Of Returning A Stolen "Auto"

We will pay for the expense of returning a covered "auto" to you.

e. Sign Coverage

We will pay for loss to signs, murals, paintings or graphics, as part of equipment, which are displayed on a covered "auto".

The most we will pay for "loss" in any one "accident" is the lesser of:

1. The actual cash value of the property as of the time of the "loss"; or
2. The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality; or
3. \$2,000.

8. GLASS BREAKAGE DEDUCTIBLE

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE** paragraph 3. **Glass Breakage - Hitting a Bird or Animal - Falling Objects or Missiles:**

Any deductible shown in the Declarations as applicable to the

covered "auto" will not apply to glass breakage if such glass is repaired, rather than replaced.

9. TRANSPORTATION EXPENSE

Paragraph 4. **Coverage Extension** of **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE** is replaced with the following:

4. Coverage Extension

We will pay up to \$50 per day to a maximum of \$1500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Causes of Loss Coverage. We will pay for temporary transportation expenses incurred during the period beginning 24 hours after the theft and ending, regardless of the policy's expiration, when the covered "auto" is returned to use or we pay for its "loss".

10. HIRED AUTO PHYSICAL DAMAGE

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE**:

5. Hired Auto Physical Damage

If hired "autos" are covered "autos" for Liability Coverage and if Physical Damage Coverage of Comprehensive, Specified Causes of Loss, or Collision is provided under this Coverage Form for any "auto" you own, then the Physical Damage Coverage(s) provided is extended to "autos" you hire without a driver or your employee hires, without a driver, at your

direction, for the purpose of conducting your business, for a period of 30 days or less, of like kind and use as the "autos" you own, subject to the following:

The most we will pay for any one loss is the lesser of the following:

- a. \$50,000 per accident, or
- b. cash value, or
- c. the cost of repair,

minus the deductible equal to the lowest deductible applicable to any owned "auto" for that coverage. Any deductible shown in the Declarations does not apply to "loss" caused by fire or lightning. Subject to the limit and deductible stated above, we will provide coverage equal to the broadest coverage provided to any covered "auto" you own, that is applicable to the loss.

If the loss arises from an accident for which you are legally liable and the lessor incurs an actual financial loss from that accident, we will cover the lessor's actual financial loss of use of the hired "auto" for a period of up to seven consecutive days from the date of the accident, subject to a limit of \$1,000 per accident.

11. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT COVERAGE

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE**:

6. Audio, Visual and Data Electronic Equipment Coverage

We will pay for "loss" to any electronic equipment that receives

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or transmits audio, visual or data signals and that is not designed solely for the reproduction of sound. This coverage applies only if the equipment is permanently installed in the covered "auto" at the time of the "loss" or the equipment is removable from a housing unit which is permanently installed in the covered auto at the time of the "loss", and such equipment is designed to be solely operated by use of the power from the "auto's" electrical system, in or upon the covered "auto", including its antennas and other accessories. However, this does not include tapes, records or discs.

The exclusions that apply to PHYSICAL DAMAGE COVERAGE, except for the exclusion relating to Audio, Visual and Data Electronic Equipment, also apply to coverage provided herein. In addition, the following exclusions apply:

We will not pay, under this coverage, for either any electronic equipment or accessories used with such electronic equipment that is:

1. Necessary for the normal operation of the covered "auto" or the monitoring of the covered "auto's" operating system; or
2. Both:
 - a. An integral part of the same unit housing any sound reproducing equipment designed solely for the reproduction of sound if the sound reproducing

equipment is permanently installed in the covered "auto", and

- b. Permanently installed in the opening of the dash or console normally used by the manufacturer for the installation of a radio.

With respect to coverage herein, the **LIMIT OF INSURANCE** provision of **PHYSICAL DAMAGE COVERAGE** is replaced by the following:

1. The most we will pay for all "loss" to audio, visual or data electronic equipment and any accessories used with this equipment as a result of any one "accident" is the lesser of
 - a. The actual cash value of the damaged or stolen property as of the time of the "loss"; or
 - b. The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality; or
 - c. \$500.
2. An adjustment for depreciation and physical condition will be made in determining actual cash value at the time of the "loss".
3. Deductibles applicable to PHYSICAL DAMAGE COVERAGE, do not apply to this Audio, Visual and Data Electronic Equipment Coverage.

If there is other coverage provided by this policy for audio, visual and data electronic equipment, the coverage provided herein is

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excess. However, you may elect to apply the limit or any portion thereof of coverage provided herein to pay any deductible that is applicable under the provisions of the other coverage.

12. RENTAL REIMBURSEMENT and MATERIAL TRANSFER EXPENSE

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE**:

Rental Reimbursement and Material Transfer Expense

This coverage provides only those Physical Damage Coverages where a premium is shown in the Declarations. It applies only to a covered "auto" described or designated to which the Physical Damage Coverages apply.

We will pay for auto rental expenses and the expenses, incurred by you because of "loss" to a covered "auto", to remove and transfer your materials and equipment from the covered "auto". Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto". No deductibles apply to this coverage.

We will pay only for those auto rental expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, with the lesser of the following number of days:

1. The number of days reasonably required to repair or replace the

covered "auto". If loss is caused by theft, this number of days is added to the number of days it takes to locate the covered "auto" and transport it to a repair shop.

2. 60 days.

Our payment is limited to the lesser of the following amounts:

1. Necessary and actual expenses incurred, including loss of use;
2. \$3000.

This auto rental expense coverage does not apply while there are spare or reserve "autos" available to you for your operations.

If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the **SECTION III - PHYSICAL DAMAGE COVERAGE, A. 4. Coverage Extension**.

13. AIRBAG COVERAGE

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, B. Exclusions**, paragraph 3.

The portion of this exclusion relating to mechanical or electrical breakdown does not apply to the accidental discharge of an airbag. This coverage is excess of other collectible insurance or warranty. No deductible applies to this Airbag Coverage.

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14. AUTO LOAN PHYSICAL DAMAGE EXTENSION

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, C. Limit Of Insurance** provision:

When a "loss" results in a total loss to a covered auto you own for which a Loss Payee is designated in this policy, the most we will pay for "loss" in any one "accident" is the greater of:

1. The actual cash value of the damaged or stolen property as of the time of the "loss"; or
2. The outstanding balance of the initial loan, less any amounts for taxes, overdue payments, overdue payment charges, penalties, interest, any charges for early termination of the loan, costs for Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan, and carry-over balances from previous loans.

15. AUTO LEASE PHYSICAL DAMAGE EXTENSION

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, C. Limit Of Insurance** provision:

If, because of damage, destruction or theft of a covered "auto", which is a long-term leased "auto", the lease agreement between you and the lessor is terminated, "we" will pay the difference between the amount paid under paragraph **C. LIMIT OF INSURANCE 1. or 2.** and the amount due at the time of "loss" under the terms of the lease agreement applicable to the leased "auto" which you are required to pay; less any fees to dispose of the auto; any overdue payments; financial penalties

imposed under a lease for excessive use, abnormal wear and tear or high mileage; security deposits not refunded by the lessor; cost for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan; and carry over balances from previous leases.

This coverage applies only to the initial lease for the covered "auto" which has not previously been leased. This coverage is excess over all other collectible insurance.

SECTION IV - CONDITIONS

16. DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS

The following is added to **SECTION IV - BUSINESS AUTO CONDITIONS, A. Loss Conditions, 2. Duties In The Event Of Accident, Claim, Suit Or Loss:**

- 2d. Knowledge of any "accident", claim, "suit" or "loss" will be deemed knowledge by you when notice of such "accident", claim, "suit" or "loss" has been received by:

- (1) You, if you are an individual;
- (2) Any partner or insurance manager if you are a partnership; or
- (3) An executive officer or insurance manager if you are a corporation.

17. BLANKET WAIVER OF SUBROGATION

Paragraph **5. Transfer Of Rights Of Recovery Against Others To Us, SECTION IV - BUSINESS AUTO CONDITIONS, A. Loss Conditions** is replaced by the following:

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**5. Transfer Of Rights Of Recovery
Against Others To Us**

If any person or organization to or for whom we make payment under this Coverage Form has rights to recover damages from another, which have not been waived through the execution of an "insured contract", written agreement, or permit, prior to the "accident" or "loss" giving rise to the payment, those rights to recover damages from another are transferred to us. That person or organization must do everything necessary to secure our rights and must do nothing after the "accident" or "loss" to impair them.

**18. UNINTENTIONAL FAILURE TO
DISCLOSE INFORMATION**

The following is added to **SECTION IV - BUSINESS AUTO CONDITIONS. B. General Conditions**, paragraph 2. **Concealment, Misrepresentation Or Fraud:**

Your unintentional error in disclosing, or failure to disclose, any material fact existing after the effective date of this Coverage Form shall not prejudice your rights under this Coverage Form. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or nonrenewal.

**19. HIRED AUTO - WORLDWIDE
COVERAGE**

The following is added to **SECTION IV - Business Auto Conditions, B. General Conditions**, paragraph 7. **Policy Period, Coverage Territory** provision:

- e. Outside the coverage territory described in a., b., c., and d. above for an "accident" or "loss" resulting from the use of a covered "auto" you hire, without a driver, or your employee hires without a driver, at your direction, for the purpose of conducting your business, for a period of 30 days or less, provided the suit is brought within The United States of America or its territories or possessions.

SECTION V - DEFINITIONS

20. MENTAL ANGUISH

Paragraph C. "Bodily injury", **SECTION V - DEFINITIONS** is replaced by the following:

- C. "Bodily injury" means bodily injury, sickness or disease sustained by a person including death or mental anguish resulting from any of these.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT-CALIFORNIA

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2 % of the California workers' compensation premium otherwise due on such remuneration.

Schedule

Person or Organization

Job Description

APPLIES AS BLANKET WAIVER
FOR THOSE HAVING A WRITTEN
CONTRACT WITH THE POLICY-
HOLDER REQUIRING WOS FOR
WC POLICYHOLDER EMPLOYEES.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 08/27/2025

Policy No. WZ3J114000

Endorsement No.

Insured True North Compliance Services, Inc.

Insurance Company THE HANOVER AMERICAN INSURANCE COMPANY



Countersigned By _____

WC 04 03 06 (Ed 04-84)