

January 26, 2022

Brandy Forbes
Community Development Director
Department of Community Development
City of Redondo Beach
415 Diamond Street
Redondo Beach, CA 90277



Re: Letter Proposal for Building Official, Building Inspection, and Plan Review Services

Dear Ms. Forbes,

We are pleased to present this letter of proposal to the City of Redondo Beach for estimated costs of Interwest services for Building Official, Building Inspection and Plan Review Services. We understand the work will be governed by the terms and conditions of the AGREEMENT FOR CONSULTING SERVICES BETWEEN THE CITY OF REDONDO BEACH AND INTERWEST CONSULTING GROUP INC., dated February 9, 2021, which will be amended as needed upon your approval of this proposal. This work will be provided on an as-needed basis, however, should you desire additional support, we would be happy to assist you with that as well. Below, please find a summary of discussions with our team.

To provide Building Official Services, we would like to propose **Kevin O'Flaherty, CBO, ICC**, and for oversight, **William 'Bill' Hayes, CBO, ICC**. Bill will be available as needed at no additional cost to the City. The resumes of both Kevin and Bill are attached. For the role of Building Inspector, a candidate will be provided upon the City's request.

We have included a schedule of costs for Building Official Services, calculated from service dates starting January 31, 2022 and forecasted through April 30, 2022. Building Inspection and Plan Review Services can be made available at the hourly rate as-needed per the Agreement. We propose a NTE amount of \$95,000, however, billing will be based on actual hours worked.

CLASSIFICATION	TIME REQUIREMENT	HOURLY BILLING RATE	ESTIMATED COST
Kevin O'Flaherty, F/T CBO & Inspections	13 Weeks x 40 Hrs Per Wk	\$150	\$78,000

We appreciate the opportunity to continue serving the City of Redondo Beach. Should you have any questions, please do not hesitate to contact me or Elizabeth O'Neil at honeil@interwestgrp.com / 310.500.5830.

Sincerely,

A handwritten signature in blue ink that reads 'Paul Meschino'.

Paul Meschino

Vice President of Operations
pmeschino@interwestgrp.com

Kevin M. O'Flaherty, CBO, ICC

BUILDING INSPECTOR // BUILDING OFFICIAL

After earning a Master of Business Administration degree from California State University Monterey Bay, Kevin joined Interwest Consulting Group in 2019 as a multi-functional plans examiner and inspector. He is ICC-certified in 31 disciplines, including Certified Building Official, Building and Electrical Plans Examination, Commercial Building, Plumbing, Combination, Electrical, and Mechanical Inspection, Building Codes and Standards and Electrical and Building Code Specialist to name a few.

Prior to joining Interwest, Kevin served as a Manufacturer's Representative for Richards Manufacturing Company from 2016 through 2017, selling high voltage cable accessories to local contractors, consulting engineering firms/EPC's and channel customers for C&I Industrial Market. From 2011 through 2016, Kevin served as an Area Sales Manager for the Energy Division of TE Connectivity in Lake Forest, selling high voltage cable accessories to local utilities, contractors and electrical engineering firms.

Kevin earned a Bachelor of Science degree in Industrial Technology from the Orfalea College of Business at California Polytechnic State University in San Luis Obispo and holds a certification as a Lean Six Sigma Green Belt.

PROFESSIONAL HISTORY

Building Inspector / Interwest Consulting Group / 2019 - Present

Kevin provides Plan Review and Building Inspection Services to our clients throughout Southern California including Riverside County, Pomona, Corona, Perris, Eastvale, Wildomar and La Habra. Kevin reviews plans to ensure they meet applicable building codes, local ordinances, zoning regulations and contract specifications.

Owner | Manufacturer's Representative / O'Flaherty Energy Solutions, LLC / 2016 - 2017

As the Manufacturer's Representative for Richards Mfg. Co. covering their California territory, Kevin sold high voltage cable accessories to local contractors, consulting engineering firms, EPC's and channel customers for the C&I Industrial Market. He provided various training, presentations and demonstrations for clients and internal staff.

Area Sales Manager / TE Connectivity / 2011 - 2016

Kevin managed territory sales in California, Arizona and Nevada for the TE Energy Division, selling high voltage cable accessories to local utilities, contractors and electrical engineering firms. There he learned how to interact with multiple clients and to be a responsible representative for his company by providing hands-on training, presentations and demonstrations.

Test Engineer - Intern / Westpak / 2010

As an intern for Westpak, Kevin operated, maintained, and brought into service complex package validation machinery. He also provided customer test reports.



A SAFEbuilt[®] COMPANY

Years of Experience: 8
Years w/ Interwest: 1

Education

- MBA, Administration, College of Business, CA State University, Monterey Bay, 2018
- BS, Industrial Technology, Orfalea College of Business, CA Polytechnic State University, San Luis Obispo, 2010
- Lean Six Sigma Green Belt Certification, San Diego State University

Registrations/Certifications

International Code Council, 9084980

- ICC Certified Building Official
- ICC Commercial Building, Mechanical & Electrical Inspector
- ICC Building & Electrical Plans Examiner
- ICC Residential Electrical, Building, Mechanical, Plumbing, Combination Inspector
- ICC Electrical & Building Inspector
- ICC CA Commercial Mechanical, Building, Plumbing, Combination & Electrical Inspector
- ICC CA Building Plans Examiner
- ICC CA Residential Building, Electrical, Plumbing, Mechanical, Combination Inspector
- ICC Electrical and Building Code Specialist
- ICC Legal Module
- ICC Building Codes and Standards Module
- ICC Management Module

INTERWEST

William 'Bill' Hayes, CBO, ICC

STATE OPERATIONS MANAGER, BUILDING DEPARTMENT SERVICES

Bill brings 20+ years of building official, plan review and building inspection experience along with 17 years of municipal experience. His progressive and extensive knowledge of the building industry and municipal organization translates to efficient and effective services for our clients. Bill works with clients, Building Officials and Community Development Directors to assure client needs are met and all services provided on behalf of Interwest are delivered professionally, timely and in a customer service manner.

Bill also meets with architects, engineers, designers, and homeowners as necessary to coordinate the successful delivery of plan review and inspection services. Bill is an excellent supervisor and communicates effectively, both verbally and in writing. These qualities deliver strong results focused on the success of our municipal clients.

PROFESSIONAL HISTORY

State Operations Manager, Building Department Services / Interwest Consulting Group / 2021 - Present

Bill serves clients in the capacity of State Operations Manager and Building Official, coordinating plan review, inspection and department oversight for multiple jurisdictions throughout Southern California.

West Code Building and Code Group Leader / HR Green / 2019-2021

Coordinated project scheduling, tasks, and budgets to ensure completion within the appropriate time frame. Prepared the scope of services, detailed project, and contracts. Worked with leaders to determine the composition of the project team and assign any duties, schedules, and budget to members. Assisted and delivered proposals to client and managed contracts to determine if amendments are needed, communicated changes to clients and coordinated timely invoices and fees. Identified project opportunities and make decisions under the Practice Leader supervision. Attended leadership meetings, reported on group performance, strategic planning, and marketing efforts. Provided input into the creation of marketing plans and maintained regular and accurate record of marketing activities with clients. Assisted Human Resources with onboarding new employees, coordinate with IT to ensure office space and equipment are set up properly. Engaged in development-focused discussions with staff to assist in identifying and pursuing activities/projects that aligns with their development objectives.

Building and Operations Manager / City of Industry / 2016-2018

Supervised the daily operations of the Building & Development Services Departments by overseeing the daily operations of the counter customer service, issuing permits, performing plan checks, performing field inspections, gathering data, and executing proposal reports and city projects for the City Manager and City Council. Created training materials and implemented updated procedures for building inspection and



Years of Experience: 20+

Registrations/Certifications

International Code Council,
8230972

- Certified Building Official
- ICC Residential Plumbing Inspector
- ICC Residential Mechanical Inspector
- ICC Residential Building Inspector
- ICC Commercial Building Inspector
- ICC/AACE Property Maintenance and Housing Inspector
- ICC Building Inspector

counter staff. Evaluated staff responsibilities and productivity to ensure that departments are performing efficiently.

Maintained 24-hours of communications with Los Angeles County Public Works relating to installations and maintenance of sewer laterals, sidewalks, driveway approaches, and public right-of-way. Assigned and monitored work for contractors and consultants, ensuring that the services provided are within the parameters of the City Council's approved contract. Reviewed all engineer specifications to ensure that they are appropriate for all formal bids under \$10,000 and writing specifications and obtaining informal bids for all work under \$10,000. Match bids to consultant invoices to ensure that amounts are correct for the work performed.

Oversaw an operational budget of over \$50 million, the ADA improvements to public owned properties, and the maintenance of over \$2 million worth of city vehicles and equipment, as well as city properties by repairing and improving 31 homes and 244 parcels; making sure that they comply with local, state, and federal laws, while maintaining 8,000 acres outside the city limits.

JAS Pacific / Contract Building Official-City of Pico Rivera / 2015-2016 & 2018-2019

Supervised the daily operations of the building, code enforcement, and housing departments for the City of Pico Rivera. Tracked customer service, issued permits, performed plan checks and field inspections, gathered data, and fully executed required reports. Created training materials, and trained code enforcement, building inspectors, and counter staffs on updated procedures for building inspections and policies.

Building Official/Acting Public Works Manager / 2013-2015

Established an innovated Rental Housing Program by using a state-of-the-art GIS based inspection technology to efficiently inspect and publicly record blighted and deteriorated properties and was awarded the Helen Putnum Award for Excellence in the Internal Administration category. Created and implemented an Electronic Document Management System (EDMS) internal plan check process of 97% for efficient productivity of staffs and businesses, allowing the city to retain over \$600,000 of funds in a 2-year period. Organized and managed the Industrial Waste program and successfully raised the compliance from 80% to nearly 100% from businesses within the city. Established a strong relationship with all departments in the city, therefore becoming a resource and asset to all.

Building Commissioner / City of Palos Heights, Illinois / 2008-2013

Responsible for the City of Palos Heights building departments overall operation and its annual budget of \$750,000, as well as coordinated all approved outside vendors and services, and streamlined general office management duties to ensure efficiency of the department's day-to-day operation. Provided oversight for all disciplines of residential and commercial plan reviews, zoning, enforcement, property maintenance enforcement, and all construction inspections from footing to certificate of occupancy. Inspected various construction projects, ranging from single family homes, commercial buildings, Public Works projects, and new constructions/remodeling for a private college, as well as an eight story, 500,000 plus square feet hospital surgical wing.

Senior/Lead Building Inspector / City of Countryside, Illinois / 2007-2008 End Year

Supervised all sign and property maintenance inspections, enforcement programs, as well as inspections for buildings, electrical, and mechanical on residential and commercial projects, as well as zoning plan reviews and enforcement. Coordinated as the department liaison for the local adjunction court by advising the Building Commissioner regarding building codes and city ordinance updates to stay in compliance with all Federal, State, and local laws. Lead the project in developing an electronic plan review/permit submittal program and an extensive electronic filing system for all permit and property files.