

AGREEMENT

THIS AGREEMENT is made and entered into this 17th day of April, 2018 by and between the COUNTY OF FRESNO, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY", and Interwest Consulting Group, a Colorado corporation, whose address is 1171 W. Shaw Avenue, Fresno, CA 93711, hereinafter referred to as "CONTRACTOR".

WITNESSETH:

WHEREAS, the COUNTY has issued a Request for Proposal (RFP), attached hereto as Exhibit A for Building Plan Checking and Inspection Services and incorporated by this reference; and

WHEREAS, the CONTRACTOR submitted a Response to the RFP attached hereto as Exhibit B and incorporated by this reference; and

WHEREAS, the COUNTY has evaluated the Contractor's response to RFP and has determined that the Contractor is qualified and capable of performing the work specified in RFP.

NOW, THEREFORE, the parties agree as follows:

1. OBLIGATIONS OF THE CONTRACTOR

A. The CONTRACTOR shall provide residential and non-residential plan checking services and inspection services work on an as-needed basis to reduce or eliminate delays. Services shall consist of the review of plans and documents and inspection of construction for compliance with the California Code of Regulations, Title 24, County of Fresno Ordinance Code Title 15 (California Building, Fire, Mechanical, Plumbing, and Electrical Codes, et.al.), Disabled Access Requirements, and related work for the Department of Public Works and Planning, Development Services Division. These services are to be provided only when requested by the COUNTY.

B. The CONTRACTOR agrees to perform the above services as stated in Exhibit A and Exhibit B.

1 2. OBLIGATIONS OF THE COUNTY

2 A. COUNTY shall, to the extent reasonable and practical, as determined by
3 COUNTY's Director of Public Works and Planning, or his or her designee, assist and
4 cooperate with CONTRACTOR in the performance of the CONTRACTOR's services
5 described in this Agreement. Such cooperation and assistance shall include, but not
6 necessarily be limited to: (i) providing one set of plans and documents to the
7 CONTRACTOR at the COUNTY Office, 2220 Tulare Street, 6th floor, Fresno, CA 93721;
8 (ii) obtaining from the applicant, the necessary items to allow plan checking to be
9 completed expeditiously, such as complete plans, calculations and name and telephone
10 number of applicant; (iii) conducting zoning review with a list of zoning and other related
11 information to be incorporated into the plan checking letter to applicant; (iv) providing
12 CONTRACTOR copies of COUNTY Ordinances that modify the standard regulations of
13 review; (v) collect plan checking fee from applicant; and (vi) provide applicant with plans,
14 correction letter or modification of approval.

15 B. The COUNTY will, by and through its Chief Building Inspector, implement
16 and administer the terms of the Agreement.

17 3. TERM

18 The term of this Agreement shall be for a period of three (3) years,
19 commencing on the 17th day of April 2018 through and including the 16th day of April
20 2021. This Agreement may be extended for two (2) additional consecutive twelve (12)
21 month periods upon written approval of both parties no later than thirty (30) days prior to
22 the first day of the next twelve (12) month extension period. The Director is authorized
23 to execute such written approval on behalf of COUNTY based on CONTRACTOR's
24 satisfactory performance.

25 4. TERMINATION

26 A. Non-Allocation of Funds - The terms of this Agreement, and the services to
27 be provided thereunder, are contingent on the approval of funds by the appropriating
28 government agency. Should sufficient funds not be allocated, the services provided may

1 be modified, or this Agreement terminated, at any time by giving the CONTRACTOR thirty
2 (30) days advance written notice.

3 B. Breach of Contract - The COUNTY may immediately suspend or terminate
4 this Agreement in whole or in part, where in the determination of the COUNTY there is:

- 5 1) An illegal or improper use of funds;
- 6 2) A failure to comply with any term of this Agreement;
- 7 3) A substantially incorrect or incomplete report submitted to the
8 COUNTY; or
- 9 4) Improperly performed service.

10 In no event shall any payment by the COUNTY constitute a waiver by the
11 COUNTY of any breach of this Agreement or any default which may then exist on the part
12 of the CONTRACTOR. Neither shall such payment impair or prejudice any remedy
13 available to the COUNTY with respect to the breach or default. The COUNTY shall have
14 the right to demand of the CONTRACTOR the repayment to the COUNTY of any funds
15 disbursed to the CONTRACTOR under this Agreement, which in the judgment of the
16 COUNTY were not expended in accordance with the terms of this Agreement. The
17 CONTRACTOR shall promptly refund any such funds upon demand.

18 C. Without Cause - Under circumstances other than those set forth above, this
19 Agreement may be terminated by COUNTY upon the giving of thirty (30) days advance
20 written notice of an intention to terminate to CONTRACTOR.

21 5. COMPENSATION/INVOICING

22 COUNTY agrees to pay CONTRACTOR and CONTRACTOR agrees to receive
23 compensation as described in Exhibit C, which is attached hereto and incorporated herein
24 by reference. For requested Plan Checking services, CONTRACTOR shall be paid a fee
25 or percentage of the Plan Review Fee collected by COUNTY from the applicant as
26 described in Exhibit C. The amount of any such Plan Review Fee is determined by
27 COUNTY according to Section 2502 of the County of Fresno Master Schedule of Fees,
28 Charges, and Recovered Costs as outlined in Exhibit D, which is attached hereto and

1 incorporated herein by reference. CONTRACTOR shall submit monthly itemized invoices
2 to COUNTY'S Department of Public Works and Planning.

3 Upon receipt of a proper invoice, the COUNTY'S Department of Public Works
4 and Planning will review the invoice within five (5) working days. If the Department
5 determines that the invoice is in proper form and the services described therein have
6 been satisfactorily performed, the Department will approve the invoice and submit it to
7 the COUNTY Auditor-Controller/Treasurer-Tax Collector. Payment will be issued to
8 CONSULTANT within forty-five (45) calendar days of the date the Auditor-
9 Controller/Treasurer-Tax Collector receives the approved invoice.

10 In the event the Department determines that the invoice is not in proper form or
11 that services described therein have not been satisfactorily performed, the Department
12 shall return the invoice to the CONSULTANT with a description of the deficiencies in the
13 invoice. The CONSULTANT shall correct the deficiencies in the invoice and resubmit a
14 corrected invoice to the Department for further review. The Department and
15 CONSULTANT shall repeat the process of reviewing and correcting the invoice until the
16 invoice is satisfactory to the Department. CONSULTANT shall not be entitled to
17 compensation for services described in an invoice until the Department has approved
18 the invoice.

19 In no event shall services performed under this Agreement be in excess of Eight
20 Hundred Fifty Thousand Dollars and No Cents (\$850,000.00) per year (April 17 – April
21 16 of following year) from the execution of this Agreement. It is understood that all
22 expenses incidental to CONTRACTOR's performance of services under this Agreement
23 shall be borne by CONTRACTOR.

24 6. INDEPENDENT CONTRACTOR

25 In performance of the work, duties and obligations assumed by CONTRACTOR
26 under this Agreement, it is mutually understood and agreed that CONTRACTOR, including
27 any and all of the CONTRACTOR'S officers, agents, and employees will at all times be
28 acting and performing as an independent contractor, and shall act in an independent

1 capacity and not as an officer, agent, servant, employee, joint venturer, partner, or
2 associate of the COUNTY. Furthermore, COUNTY shall have no right to control or
3 supervise or direct the manner or method by which CONTRACTOR shall perform its work
4 and function. However, COUNTY shall retain the right to administer this Agreement so as
5 to verify that CONTRACTOR is performing its obligations in accordance with the terms
6 and conditions thereof.

7 CONTRACTOR and COUNTY shall comply with all applicable provisions of the
8 law and the rules and regulations, if any, of governmental authorities having jurisdiction
9 over matters the subject thereof.

10 Because of its status as an independent contractor, CONTRACTOR shall have
11 absolutely no right to employment rights and benefits available to COUNTY employees.
12 CONTRACTOR shall be solely liable and responsible for providing to, or on behalf of, its
13 employees all legally-required employee benefits. In addition, CONTRACTOR shall be
14 solely responsible and save COUNTY harmless from all matters relating to payment of
15 CONTRACTOR'S employees, including compliance with Social Security withholding
16 and all other regulations governing such matters. It is acknowledged that during the
17 term of this Agreement, CONTRACTOR may be providing services to others unrelated
18 to the COUNTY or to this Agreement.

19 7. MODIFICATION

20 Any matters of this Agreement may be modified from time to time by the written
21 consent of all the parties without, in any way, affecting the remainder.

22 8. NON-ASSIGNMENT

23 Neither party shall assign, transfer or sub-contract this Agreement nor their rights or
24 duties under this Agreement without the prior written consent of the other party.

25 9. HOLD HARMLESS

26 CONTRACTOR agrees to indemnify, save, hold harmless, and at COUNTY'S
27 request, defend the COUNTY, its officers, agents, and employees from any and all costs
28 and expenses, damages, liabilities, claims, and losses occurring or resulting to COUNTY

1 in connection with the performance, or failure to perform, by CONTRACTOR, its officers,
2 agents, or employees under this Agreement, and from any and all costs and expenses,
3 damages, liabilities, claims, and losses occurring or resulting to any person, firm, or
4 corporation who may be injured or damaged by the performance, or failure to perform, of
5 CONTRACTOR, its officers, agents, or employees under this Agreement.

6 10. INSURANCE

7 Without limiting the COUNTY's right to obtain indemnification from
8 CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain
9 in full force and effect, the following insurance policies or a program of self-insurance,
10 including but not limited to, an insurance pooling arrangement or Joint Powers
11 Agreement (JPA) throughout the term of the Agreement:

12 A. Commercial General Liability

13 Commercial General Liability Insurance with limits of not less than One
14 Million Dollars (\$1,000,000.00) per occurrence and an annual aggregate of Two Million
15 Dollars (\$2,000,000.00). This policy shall be issued on a per occurrence basis. COUNTY
16 may require specific coverages including completed operations, products liability,
17 contractual liability, Explosion-Collapse-Underground, fire legal liability or any other liability
18 insurance deemed necessary because of the nature of this Agreement.

19 B. Automobile Liability

20 Comprehensive Automobile Liability Insurance with limits for bodily injury of
21 not less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five
22 Hundred Thousand Dollars (\$500,000.00) per accident and for property damages of not
23 less than Fifty Thousand Dollars (\$50,000.00), or such coverage with a combined single
24 limit of Five Hundred Thousand Dollars (\$500,000.00).

25 Coverage should include owned and non-owned vehicles used in connection with this
26 Agreement.

27 C. Professional Liability

28 If CONTRACTOR employs licensed professional staff, (e.g., Ph.D., R.N.,

1 L.C.S.W., M.F.C.C.) in providing services, Professional Liability Insurance with limits of not
2 less than One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars
3 (\$3,000,000.00) annual aggregate.

4 D. Worker's Compensation

5 A policy of Worker's Compensation Insurance as may be required by the
6 California Labor Code.

7 CONTRACTOR shall obtain endorsements to the Commercial General
8 Liability insurance naming the County of Fresno, its officers, agents, and employees,
9 individually and collectively, as additional insured, but only insofar as the operations
10 under this Agreement are concerned. Such coverage for additional insured shall apply
11 as primary insurance and any other insurance, or self-insurance, maintained by
12 COUNTY, its officers, agents and employees shall be excess only and not contributing
13 with insurance provided under CONTRACTOR's policies herein. This insurance shall
14 not be cancelled or changed without a minimum of thirty (30) days advance written
15 notice given to COUNTY, except ten (10) days notice of cancellation shall be permitted
16 if cancellation is due to nonpayment of premium.

17 Within thirty (30) days from the date CONTRACTOR signs and executes
18 this Agreement, CONTRACTOR shall provide Certificates of Insurance and
19 Endorsements as stated above for all of the foregoing policies, as required herein, to
20 the County of Fresno, Department of Public Works and Planning, Director, 2220 Tulare
21 Street, 6th Floor, Fresno, CA 93721, stating that such insurance coverage has been
22 obtained and is in full force; that the County of Fresno, its officers, agents and
23 employees will not be responsible for any premiums on the policies; that such
24 Commercial General Liability Insurance names the County of Fresno, its officers, agents
25 and employees, individually and collectively, as additional insured, but only insofar as
26 the operations under this Agreement are concerned; that such coverage for additional
27 insured shall apply as primary insurance and any other insurance, or self-insurance,
28 maintained by COUNTY, its officers, agents and employees, shall be excess only and

1 not contributing with insurance provided under CONTRACTOR's policies herein; and
2 that this insurance shall not be cancelled without a minimum of thirty (30) days advance,
3 written notice given to COUNTY,.

4 In the event CONTRACTOR fails to keep in effect at all times insurance
5 coverage as herein provided, the COUNTY may, in addition to other remedies it may
6 have, suspend or terminate this Agreement upon the occurrence of such event.

7 All policies shall be issued by admitted insurers licensed to do business in
8 the State of California, and such insurance shall be purchased from companies
9 possessing a current A.M. Best, Inc. rating of A FSC VII or better.

10 11. AUDITS AND INSPECTIONS:

11 The CONTRACTOR shall at any time during business hours, and as often as the
12 COUNTY may deem necessary, make available to the COUNTY for examination all of its
13 records and data with respect to the matters covered by this Agreement. The
14 CONTRACTOR shall, upon request by the COUNTY, permit the COUNTY to audit and
15 inspect all of such records and data necessary to ensure CONTRACTOR'S compliance
16 with the terms of this Agreement.

17 If this Agreement exceeds Ten Thousand Dollars (\$10,000.00), CONTRACTOR
18 shall be subject to the examination and audit of the Auditor General for a period of three
19 (3) years after final payment under Agreement (Government Code Section 8546.7).

20 12. NOTICES:

21 The persons and their addresses having authority to give and receive notices under
22 this Agreement include the following:

23 COUNTY OF FRESNO

24 Chuck Jonas, CBO, Building Official
25 Department of Public Works & Planning
26 2220 Tulare Street, 6th Floor
Fresno, CA 93721

CONTRACTOR

Ron Beehler, Director
Building Safety Services
Interwest Consulting Group
1171 W. Shaw Avenue, Suite 102
Fresno, CA 93711

27 All notices between the COUNTY and CONTRACTOR provided for or permitted
28 under this Agreement must be in writing and delivered either by personal service, by first-

1 class United States mail, by an overnight commercial courier service, or by telephonic
2 facsimile transmission. A notice delivered by personal service is effective upon service to
3 the recipient. A notice delivered by first-class United States mail is effective three
4 COUNTY business days after deposit in the United States mail, postage prepaid,
5 addressed to the recipient. A notice delivered by an overnight commercial courier service
6 is effective one COUNTY business day after deposit with the overnight commercial courier
7 service, delivery fees prepaid, with delivery instructions given for next day delivery,
8 addressed to the recipient. A notice delivered by telephonic facsimile is effective when
9 transmission to the recipient is completed (but, if such transmission is completed outside
10 of COUNTY business hours, then such delivery shall be deemed to be effective at the next
11 beginning of a COUNTY business day), provided that the sender maintains a machine
12 record of the completed transmission. For all claims arising out of or related to this
13 Agreement, nothing in this section establishes, waives, or modifies any claims
14 presentation requirements or procedures provided by law, including but not limited to the
15 Government Claims Act (Division 3.6 of Title 1 of the Government Code, beginning with
16 section 810).

17 13. GOVERNING LAW

18 Venue for any action arising out of or related to this Agreement shall only be in
19 Fresno County, California.

20 The rights and obligations of the parties and all interpretation and performance of
21 this Agreement shall be governed in all respects by the laws of the State of California.

22 14. DISCLOSURE OF SELF-DEALING TRANSACTIONS

23 This provision is only applicable if the CONTRACTOR is operating as a
24 corporation (a for-profit or non-profit corporation) or if during the term of the agreement,
25 the CONTRACTOR changes its status to operate as a corporation.

26 Members of the CONTRACTOR's Board of Directors shall disclose any self-
27 dealing transactions that they are a party to while CONTRACTOR is providing goods or
28 performing services under this agreement. A self-dealing transaction shall mean a

1 transaction to which the CONTRACTOR is a party and in which one or more of its
2 directors has a material financial interest. Members of the Board of Directors shall
3 disclose any self-dealing transactions that they are a party to by completing and signing
4 a Self-Dealing Transaction Disclosure Form, attached hereto as Exhibit E and
5 incorporated herein by reference, and submitting it to the COUNTY prior to commencing
6 with the self-dealing transaction or immediately thereafter.

7 15. ENTIRE AGREEMENT

8 This Agreement constitutes the entire Agreement between the CONTRACTOR and
9 COUNTY with respect to the subject matter hereof and supersedes all previous
10 Agreement negotiations, proposals, commitments, writings, advertisements, publications,
11 and understanding of any nature whatsoever unless expressly included in this Agreement.
12 In the event of any inconsistency in interpreting the documents which constitute this
13 Agreement, the inconsistency shall be resolved by giving precedence in the following
14 order of priority: (1) the text of this Agreement (excluding Exhibits A, B, C, D, and E); (2)
15 Exhibit A; (3) Exhibit E (Self-Dealing Transaction Disclosure Form); (4) Exhibit B; and (5)
16 Exhibit C; and (6) Exhibit D.

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1 IN WITNESS WHEREOF, the parties have executed this Agreement on the date
2 set forth above.

3
4 **CONTRACTOR**

5 
6 (Authorized Signature)

7 RON BEEHLER, DIRECTOR
8 Print Name and Title

9 1171 W. SHAW AVE, SUITE 102
10 Mailing Address

11 FRESNO, CA 93711
12 City, State, and Zip Code

13 
14 (Authorized Signature)

15 Michael Kashinagi, P.E.
16 Print Name and Title Chief Operations Officer

17 41171 West Shaw Ave, Suite 102
18 Mailing Address

19 Fresno, California 93711
20 City, State, and Zip Code

21 **FOR ACCOUNTING USE ONLY**

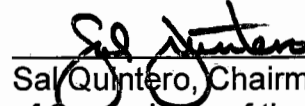
22 ORG No 43600200

23 Account No. 7295

24 Fund No. 0001

25 Subclass No. 10000

COUNTY OF FRESNO


Sal Quintero, Chairman of the Board
of Supervisors of the County of Fresno

ATTEST:

Bernice E. Seidel
Clerk to the Board of Supervisors
County of Fresno, State of California

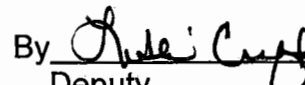
By 
Deputy

Exhibit A



County of Fresno

DEPARTMENT OF PUBLIC WORKS AND PLANNING
STEVEN E. WHITE, DIRECTOR

REQUEST FOR PROPOSAL

The County of Fresno is soliciting bids for services of a qualified Building Plans Checker(s) to check residential, industrial and commercial building plans and Building Inspector(s) to inspect residential, industrial, commercial, and agricultural projects.

- SUBMITTAL:** Four (4) copies must be received on or before:
Tuesday October 31, 2017, 4:00 p.m.
- ADDRESSED TO:** Chuck Jonas, CBO Chief Building Inspector
- MAILING AND DELIVERY SERVICE ADDRESS:** Fresno County
Department of Public Works and Planning
Development Services Division
2220 Tulare Street, Sixth Floor
Fresno, CA 93721-2104
- MARK ENVELOPE:** **PROPOSAL – “Plan Check and Building Inspection Services”**
- INQUIRIES:** Direct questions or requested clarifications about the Request for Proposal (RFP) documents to Chuck Jonas, Chief Building Inspector, at (559) 600-4217, or fax (559) 600-4200, or by emailing cjonas@co.fresno.ca.us at the Department of Public Works and Planning, Development Services Division, County of Fresno. The Development Services Division offices are located at 2220 Tulare Street, southwest corner of Tulare and “M” Street, Suite A, Street Level, Fresno, CA 93721.
- ISSUANCE DATE:** Thursday, October 12, 2017

DEVELOPMENT SERVICES DIVISION

2220 Tulare Street, Sixth Floor / Fresno, California 93721 / Phone (559) 600-4497 / 600-4540 / 600-4022 / FAX 600-4200
Equal Employment Opportunity • Affirmative Action • Disabled Employer

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EXHIBITS

EXHIBIT A	FEE SCHEDULE
EXHIBIT B	2017 TITLE 15

I. SCOPE OF SERVICES

The County will contract with up to four multidisciplinary firms to provide professional plan checking and building inspection services in support of the Building & Safety Section functions at the direction of the Chief Building Inspector or his designee. These services are only to be provided when required by the County of Fresno and will consist of a total of four (4) separate contracts. **Two (2) contracts for eight hundred and fifty thousand dollars (\$850,000.00) annually and two (2) contracts for one hundred thousand dollars annually (\$100,000.00).**

At the County's option, the plan review may be performed in whole or in part by using one of the different packages defined below. The fee for packages "A" through "E" may be set up as a percentage of the fee received by the County for plan review for the given project based on the current adopted fee schedule. The maximum fee shall not exceed 65% of the plan review fee received by the County for the complete structural and non-structural review. Where the County requests a partial review, the maximum fee shall not exceed 40% of the plan review fee received by the County for either structural review or non-structural review. Proposals shall include fee breakdowns in each of the following categories and, other than hourly fees, shall include the costs of the initial review together with all subsequent reviews. Plan reviews and inspections are to include enforcement of all applicable Federal, State, and Local regulations, ordinances and policies.

(Structural Plan Review will include All Structural and Building Components.
Non-Structural Plan Review will include All Electrical, Plumbing, Mechanical, Green and Energy Components.)

A) Plan Check "Packages"

- a. **Plan Review Package "A"**
Complete commercial plan review
- b. **Plan Review Package "B"**
Complete non-structural commercial plan review
- c. **Plan Review Package "C"**
Complete structural commercial plan review
- d. **Plan Review Package "D"**
Complete residential plan review
- e. **Plan Review Package "E"**
Complete structural residential plan review
- f. **Plan Review Package "F"**
Hourly fee for non-structural plan review services

g. Plan Review Package “G”

Hourly fee for structural plan review services

h. Building Inspection Package “H”

Hourly fee for commercial and/or residential inspection services

i. Plan Review Package “I”

Hourly fee for site improvement inspection services

j. Plan Review Package “J”

Hourly fee for permit processing services

No additional fees shall be charged to the County for completion of the work in any of the packages listed, (other than approved hourly fees, where applicable), including, but not limited to, pick up, delivery, mileage, shipping, meetings, phone calls, and other materials, labor and handling.

B) Availability

1. The Consultant shall perform the plan review services required to obtain approval of each project for the percentage of fee proposed. Prior approval by the County is required for any and all charges proposed in addition to the percentage agreed to in the Plan Review Package. Prior approval by the County is required for any and all charges proposed for deferred submittals and revisions that may occur on projects reviewed by the Consultant.
2. The response time for the Consultant to return a list of comments to the County or provide approval to the County for all plan review projects from the day of authorization by the County is ten (10) business days on the first review and five (5) business days on subsequent reviews. If the list of comments or approval is returned to the County in one (1) to five (5) business days in excess of the due date, a 10% reduction in cost to the County shall be provided. If the response time of five (5) to ten (10) business days is in excess of the due date, the plan review shall be completed at 50% reduction to the County. Anything in excess of 10 days shall be completed at no cost to the County. *The Consultant shall notify the County at least two (2) business days in advance if the plans will not be completed within the stipulated time frame.* The response time for more complex projects as determined by the County may be negotiable.
3. List a “typical” notification time required for the Consultant to provide inspection staff for the County.

4. Indicate the availability of the Consultant's personnel assigned to the plan check to attend a meeting at the County to address questions or discuss issues with County staff, design team and/or construction team that may arise on a project at no additional cost to the County for projects paid on percentage. Meetings may occur prior to permit submittal, during the review process and after permit issuance and typically will not exceed two hours for each meeting.
5. Indicate the availability of Consultant's representative to attend bi-monthly plan review and/or inspection related meetings at the County at no additional cost to the County. Estimate meeting duration of two hours.
6. Indicate the availability of the Consultant's staff to discuss projects and technical data via phone or other means with the County's staff, design team and/or construction team at no additional cost to the County for plan reviews paid on percentage.
7. Indicate processing times and costs for plan reviews that the County may require to be expedited. Typically, an expedited review would be one half of the normal response time listed in B-2 above.
8. Describe the capability of your firm to provide electronic plan reviews and indicate if there are any reductions in the Consultant's plan review costs if this service is utilized. Provide a brief description and flow chart of how this process is accomplished.
9. Indicate your ability to provide third-party plan reviews/inspections by allowing an applicant to provide payment directly to the Consultant for Consultant's portion of the plan review fee or inspection costs. Also submit samples of any forms that may be utilized for this procedure.

C) Statement of Work

Upon award of a contract, the Consultant shall perform plan review services and/or field inspection services.

Plan Review Services:

Plan review shall be performed at the Consultant's offices unless specific arrangements are made with the County.

1. Consultant shall assign personnel who are professionally qualified to perform commercial and/or residential construction document plan check and shall be International Code Council (ICC) certified plans examiners.

2. Consultant shall designate one individual as the responsible contact for all communications between the County and Consultant for the life of the contract and, in the event the contact changes, notify County immediately.
3. Consultant shall furnish assigned personnel with all necessary materials, resources and training to conduct plan review and inspection services, including a current copy of applicable County amendments, policies, procedures and forms.
4. Plan review approval shall not be recommended to the County until ALL code compliance issues are resolved to the best of Consultant's knowledge and all permit issuance requirements of the County of Fresno are satisfied. Consultant shall contact County if there are questions.
5. Consultant shall respond within one business day upon each notification that a plan check is authorized.
6. Consultant shall pick up all documents to be reviewed from the County of Fresno, Public Works and Planning, Development Services Division located at 2220 Tulare Street, Suite A, Fresno, CA. Stated plan review turnaround times will begin the next business day after the Consultant has been notified by the County. Consultant shall conduct each plan review in a timely manner and within time-frame guidelines established by the County. Refer to B-2. Upon completion of each plan review, the Consultant shall return the reviewed documents to the County and provide an electronic and hard copy of the plan review comments in the format designated by the County. Upon completion of the plan review where approval of the documents is recommended, the Consultant shall provide (2) complete sets of all final review documents annotated as approved to the County of Fresno.
7. Plan review comment letters shall be completed in the format provided by the County.
8. Code interpretations are subject to final review and approval by the County Building Official. All plan review comments completed by the consultant are subject to the review by the County.
9. Consultant shall be available within one business day to respond to questions from the County that may be generated during field inspection for each authorized plan check that is subsequently issued a permit for construction.

Field Inspection Services:

1. All field inspection shall be performed through the County of Fresno Development Services Division and under the direction of County staff.

2. Consultant shall assign personnel who are professionally qualified to perform commercial and/or residential construction inspection and shall be ICC certified as building inspectors. All vehicles, safety apparel, communication devices, materials, resources, tools, and training shall be supplied by the Consultant.
3. County shall provide County-specific policy training and provide any necessary County maps, forms, and data entry training.
4. List a "typical" notification time required for the Consultant to provide inspection staff for the County.
5. Projects under construction by permit from the County shall be inspected for compliance per the California Code of Regulations – Title 24, Parts 1-12, and Fresno County Title 15 (Building and Construction Ordinance).

II. PROPOSAL CONTENT AND ORGANIZATION

Proposals should be limited to specific discussion of the elements outlined in this RFP. The intent of this RFP is to encourage responses which meet the stated requirements, and which propose the best methods to accomplish the work within a stated budget.

The organization of the proposal should follow the general outline below. Each proposal should consist of four (4) copies of the technical proposal.

A. Transmittal Letter

1. The transmittal letter shall include the name, title, address, phone number, and original signature of an individual with authority to negotiate on behalf of and to contractually bind the consulting firm, and who may be contacted during the period of proposal evaluation. Only one transmittal letter need be prepared to accompany all copies of the technical and cost proposals.

B. Table of Contents

1. Provide a list of sections in the proposal and the associated page numbers.

C. Scope of Work

1. Provide the scope of work information in a format such that it can be pulled out of the RFP and inserted into the contract as a schedule and include the cost for each package in a table format. If necessary, discuss reasons for any revisions to the requirements as described and provide sufficient detail for any modified approach, methods, and tasks.

D. Project Deliverables

1. The deliverables shall be consistent with Section I of this proposal. This shall include a summary of the Project Deliverables with schedule. Provide the project deliverables with schedule in a format that can be pulled out of the RFP and inserted into the contract as a schedule. If necessary, discuss reasons for any revisions to the requirements or sample contract as described and provide sufficient detail for any modified approach, methods, and tasks or terminology.

E. Consultant and Sub-Consultant Staff – Qualifications & Experience

1. This section shall describe the qualifications and experience of each professional who will participate in the project, including a resume for each member of the project team. A project manager must be designated, and an organizational chart showing the manager and all project staff must be included. A matrix or organization chart shall be included, indicating the effort, either in percentage of the total project or in person-hours, which will be contributed by each professional during each phase or task making up the project. Key personnel who are included in the proposal must be committed for the duration of the contract. Any substitutions or changes to the project team must be brought to the attention of the County and approved. If a sub-consultant will be used, the proposing Consultant shall include a letter from the sub-consultant committing to perform at least the work shown for the sub-contracting professional in the above-described matrix.

F. Consultant Qualifications and References

1. This section shall describe the nature and outcome of projects previously conducted by the Consultant which are related to the work described within the RFP. Descriptions shall include client contact names, address, phone numbers, email addresses, descriptions of the type of work performed, approximate dates on which the work was completed, and professional staff who performed the work. If a sub-Consultant is proposed, two to three similar qualifications and references shall be provided for all sub-Consultants.

G. Cost Information

1. Develop the cost as described in Section I of this proposal. Provide the cost information in a format that it can be pulled out of the RFP and inserted into the contract as a schedule and include the scope of work for each package in a table format. If necessary, discuss reasons for any revisions to the requirements as described and provide sufficient detail for any modified approach, methods, and tasks.

H. Invoicing

1. Invoices shall include the County's Application Number, Address of Project, Project Name and the amount billed for each project. If the project was performed on an hourly basis, the invoice shall include each person's name, title, hourly rate, and hours being billed to the County.
2. Where applicable, when the first review is completed and returned to the County, each project shall be accompanied by a Fee Calculation Sheet indicating the amount that will be billed to the County and a breakdown of the associated costs.

I. Insurance Coverage

1. Plan check and building inspection Consultant will be required to have the following insurance coverage:

(a) Commercial General Liability

Commercial General Liability Insurance with limits of not less than one million dollars (\$1,000,000.00) per occurrence and an annual aggregate of two million dollars (\$2,000,000.00). This policy shall be issued on a per occurrence basis. County may require specific coverage including completed operations, product liability, contractual liability, explosion-collapse-underground, fire and legal liability, or any other liability insurance deemed necessary because of the nature of the contract.

b) Automobile Liability

Comprehensive automobile liability insurance with limits for bodily injury of not less than two hundred fifty thousand dollars (\$250,000.00) per person, five hundred thousand dollars (\$500,000.00) per accident and for property damages of not less than fifty thousand dollars (\$50,000.00), or such coverage with a combined single limit of five hundred thousand dollars (\$500,000.00). Coverage should include owned and non-owned vehicles used in connection with this Agreement.

c) Professional Liability

If Contractor employs licensed professional staff, (e.g., Ph.D., R.N., L.C.S.W., M.F.C.C.) in providing services, professional liability insurance with limits of not less than one

million dollars (\$1,000,000.00) per occurrence, three million dollars (\$3,000,000.00) annual aggregate.

d) Worker's Compensation

A policy of Worker's Compensation insurance as may be required by the California Labor Code.

III. **PROPOSAL EVALUATION AND SELECTION**

A project Selection Committee will be formed to evaluate the proposals and select one or more consultants. The Selection Committee will consist of members from the Department of Public Works and Planning and may include a representative knowledgeable in plan check and building inspection services from outside the community. Consulting firms will be requested to interview with the Selection Committee as a part of the evaluation process.

PROPOSAL SCHEDULE (TENTATIVE)

Proposals due to County of Fresno	Tuesday, October 31, 2017, 4:00 p.m.
Finalist interviews and fee proposal	Friday, November 17, 2017
Finalist negotiations complete	Friday, December 01, 2017
Finalist returns signed contract	Friday, December 15, 2017
*Board of Supervisors hearing to consider contract	Tuesday, January 23, 2018
*Notice to proceed issued	Tuesday, February 20, 2018

The above schedule is tentative and partially dependent upon the size of the contract. Contracts totaling \$100,000 or more require Fresno County Board of Supervisor approval. The firms' fee proposals will be opened only after the Selection Committee has completed all of the interviews and considered each of the firms' qualifications. The Selection Committee will consider the fee proposal in its final deliberations.

*Hearing calendar has not been adopted.

*No new work will be assigned until the existing contracts expire, (March 9, 2018).

The Selection Committee will consider the following recommended experience in its evaluation of proposals (not necessarily listed in order of importance).

Proposals will be compared based upon a combination of factors, and a contract or contracts will be awarded based upon the recommendation of the panel's evaluation of the factors. More than one contract may be awarded. The factors to be considered are:

- Professional qualifications of the personnel proposed to perform the work.

- Prior experience of the Consultant in providing plan check or inspection services to the County and to other jurisdictions.
- Availability of the Consultant to perform necessary services upon demand.
- Location of Consultant's offices providing services.
- Availability of one individual from the Consultant to be the contact person for the County on all projects.
- Other factors the panel may determine as relevant to the ability of the applicant to perform the required services.

Consultant Qualifications:

Applicant shall demonstrate that they possess the following minimum qualifications or equivalent as determined by the County of Fresno:

International Code Council (ICC) Certified Plans Examiner
 Licensed professional engineer
 Certified Access Specialist (CAsp)
 ICC Certified Building Inspector combinations
 ICC Certified Building Permit Technician
 Current valid State of California driver's license

Scope of Work

We understand that the County of Fresno is seeking the services of a highly qualified multidisciplinary firm with local experience to provide professional plan checking and building inspection services in support of the County of Fresno Development Services Division. These services are to be provided on an on-call basis as determined by the County.

At the County's option, all requested services will be performed in whole or in part by using one of the various service packages established by the County as defined in the RFP and included in Section G of this proposal. The fees for each plan check package are established as a percentage of the plan check fee charged by the County for the service requested or charged hourly based on the specific type of service being requested. Proposed fees for plan check services include the costs of the initial review and all subsequent reviews required to obtain approval of each project. Plan reviews and inspections will include enforcement of all applicable Federal, State, and Local regulations and policies. No additional fees will be charged to complete the services outlined in the plan review service packages listed, including but not limited to, pick up, delivery, mileage, shipping, meetings, phone calls, and other materials, labor and handling. We understand that prior approval by the County is required for any and all charges proposed in addition to the percentage agreed to in the plan check service packages including any charges proposed for deferred submittal and revisions that may occur. For additional details on costs and fees, please refer to Section G of this proposal.

SCOPE OF WORK FOR THE COUNTY OF FRESNO

Upon award of a contract, Interwest shall perform plan review services and/or field inspection services as outlined below.

Plan Review Services:

1. Plan review services shall be performed at and/or directed from our local Fresno office.
2. Interwest shall assign personnel who are professionally qualified to perform commercial and/or residential construction document plan check and shall be International Code Council (ICC) certified plans examiners or CA Licensed Engineers.
3. Interwest shall designate one individual as the responsible contact for all communications between the County and Consultant for the life of the contract and, in the event the contact changes, the County will be notified immediately.
4. Interwest shall furnish assigned personnel with all necessary materials, resources and training to conduct plan review and inspection services, including a current copy of applicable County amendments, policies, procedures and forms.
5. Plan review approval shall not be recommended to the County until all code compliance issues are resolved to the best of our knowledge and all permit issuance requirements of the County of Fresno are satisfied. Interwest shall contact County if there are questions.
6. Interwest shall respond within one (1) business day upon each notification that a plan check is authorized.

7. Interwest shall pick up all documents to be reviewed from the County of Fresno, Public Works and Planning, Development Services Division located at 2220 Tulare Street, Suite A, Fresno, CA. Stated plan review turnaround times will begin the next business day after Interwest has been notified by the County. We will conduct each plan review in a timely manner and within time-frame guidelines established by the County. Upon completion of each plan review, Interwest will return the reviewed documents to the County and provide an electronic and hard copy of the plan review comments in the format designated by the County. Upon completion of the plan review where approval of the documents is recommended, Interwest will provide two (2) complete sets of all final review documents annotated as approved to the County of Fresno.
8. Plan review comment letters will be completed in the format requested by the County.
9. Code interpretations are subject to final review and approval by the County Building Official. All plan review comments completed by Interwest are subject to the review by the County.
10. Interwest staff shall be available within one business day to respond to questions from the County that may be generated during field inspection for each authorized plan check that is subsequently issued a permit for construction.

Field Inspection Services:

1. All field inspection will be performed through the County of Fresno Development Services Division and under the direction of County staff.
2. Interwest will assign personnel who are professionally qualified to perform commercial and/or residential construction inspection and shall be ICC certified as building inspectors. All vehicles, safety apparel, communication devices, materials, resources, tools, and training will be supplied by the Interwest.
1. County shall provide County-specific policy training and provide any necessary County maps, forms, and data entry training.
2. Interwest will provide inspection staff to the County with 24-hour notification; same day inspection staffing may be available based on availability of staff resources.
3. Projects under construction by permit from the County will be inspected for compliance per the California Code of Regulations – Title 24, Parts 1-12, and Fresno County Title 15 (Building and Construction Ordinance).

UNDERSTANDING & APPROACH

We understand the County is looking for a consultant who can provide an experienced team to provide as-needed plan review and building inspection services. Services should seamlessly integrate and coordinate with the County's other departments and provide uninterrupted, efficient, and cost-effective building department services to the public. Interwest Consulting Group has a proven track record providing these same services to many California jurisdictions.

The following section will discuss our approach, highlight our experience and outline how we can satisfy the requirements identified within the RFP. Our services can consist of providing a single staff member or a complete team in the areas of plan review and building inspection services. We will tailor our services to fit the specific needs of the County of Fresno. Interwest staff in the local Fresno office will be available to pick

up and deliver assigned plan checks (at NO additional cost), avoiding the need to package and coordinate shipping of assigned projects.

At the completion of plan review, a transmittal providing project information, permit number and the extent of review requested will be included with the plans. We will complete all requested plan check services in accordance with the time schedules contained in this proposal.

We view our role and mission is to provide the following:

- ✓ ***A team of professionals** with high-level experience and skills in successful management of building department services, staff with a **customer service focus** and thorough knowledge of building department policies and procedures, and promoting cooperation and partnership with other County departments and outside agencies.*
- ✓ ***Licensed Plan Review Engineers** and/or ICC certified Plans Examiners for thorough and timely plan reviews of commercial, residential and government projects, as appropriate, to ensure compliance to all Building Codes and County and State laws and requirements.*
- ✓ ***Licensed Structural Engineers** who have extensive experience with large and complex projects including commercial, residential and government projects.*
- ✓ ***CASp certified staff** who are intimately familiar with the regulatory requirements related to ensuring buildings comply with the latest accessibility guidelines and requirements.*
- ✓ ***Certified Inspectors and Permit Technicians** with broad experience in jurisdictional procedures and the highest commitment to customer service.*
- ✓ *Services in a **cost-effective manner** that remain within budget constraints.*
- ✓ *Provide pickup and delivery of all plans to and from the County at no cost to the County.*

Project Controls

The services we provide are always closely coordinated and monitored to ensure we meet or exceed the service levels desired by the County, but also stay within the financial capacity of your operating budget. We have broad experience and “hands on” knowledge of municipal budgeting, specifically related to expenditures and cost recovery associated with private development processing and permitting. We will work in close partnership with the County tailoring our services and deployment of staff to match the allocated budget.

A crucial project control involves generating timely invoices tailored to County needs. We closely track all operations monitoring project schedules, invoices, as well as project tracking via a customized database with routine oversight by the assigned manager. This critical information keeps us within budget, provides knowledge of when to staff up or down, and ensures all projects are reviewed and returned in a timely manner.

Interwest will submit invoicing to the County of Fresno with each approved plan review project. The invoices will include all the details requested in the RFP. See Section H of this proposal for additional invoicing details.

BUILDING AND SAFETY PLAN REVIEW

It is critical that projects flow quickly and smoothly through the regulatory approval process. We fully understand this critical component. You'll find our people are ready to assist with solutions and recommendations that are specific to your needs.

All plans examination services will be performed under the direction of a licensed Civil or Structural Engineer and/or an ICC certified Plans Examiner, with CASp certification as necessary, for the specific project. For more complex projects and when needed to meet peak workload demands, additional support will be provided. Our plans examiners understand and are intimately familiar with applicable building codes and plan review procedures and policies and will readily assist with solutions to complicated plan review issues.

Plans will be checked for conformance with the latest adopted version of the California Building Code, California Residential Code, California Green Building Standards Code, California Mechanical Code, California Plumbing Code, California Electrical Code, and the Accessibility and Energy Conservation requirements as mandated by State Title 24 and all applicable local amendments and ordinances. We will create and maintain an electronic Jurisdiction File containing our research on any unique amendments or specifications required by your jurisdiction, billing arrangements, contact information and any special requests you would like us to keep in mind.

Our plan review services will be directed out of our local Fresno office and we will work with project applicants in a collaborative and professional manner to quickly identify and resolve any violations of codes, standards or local ordinances. We will provide thorough plan reviews to provide complete and accurate construction documents to minimize questions and problems during the construction phase of projects. Plan review comments will be specific, detailed, complete, and reference plan sheet numbers and code sections where applicable. Interwest will provide a clear, concise, and thorough plan review comment letter from which clients, designers, contractors, and owners can work.

Upon completion of our final review, two sets of submitted documents bearing Interwest plan review stamp and a final letter recommending the County's approval of the documents will be returned to the County for review and permit issuance.

Code Interpretations

Code interpretations are subject to final review and approval by the Building Official and or County designated staff. Our engineers and plans examiners will provide unbiased recommendations and background information to help the Building Official make an informed decision. All plan review comments are subject to review and approval by the County Building Department.

Transporting Plans

Interwest's local office is conveniently located in Fresno and our staff will arrange for all pick-up and delivery of plan review documents from the County at no cost. In most cases, we can provide same-day service.

Our online tracking system can provide real time data related to project status using our custom-designed web template geared to provide any reporting and information needs required by both the County and project applicants.

[illegible]

Interwest currently provides electronic plan review services for multiple jurisdictions throughout California and we are prepared to provide electronic plan review services for the County of Fresno. More and more jurisdictions are seeing the benefits of electronic permit and plan check, especially for large, complex projects. Electronic plan check services deliver many benefits to Counties; instantaneous comments to the developer, applicant or architect; secured accessibility to documents; and reduced paper storage. Our staff is experienced providing electronic plan review and can work closely with the County on any electronic plan check software program that is utilized. Our goal is always to collaborate with and support the building department by providing thorough, accurate and timely plan reviews.

Our company emphasizes superior customer service to all our employees. We take an out-of-the-box approach to performing our duties, always willing to meet with clients for pre-design meetings, pre-submittal meetings or as needed to resolve complex code related plan review issues in the most efficient manner possible. In addition, the staff at Interwest brings a can-do attitude to their work—always focused on efficient plan review processes and successful project outcomes.

Our staff is available during standard business hours to answer questions via phone or email regarding the actual plan review in progress. We maintain active email accounts and our staff will be responsive to any County or applicant needs. If we cannot speak directly to a caller, we will return calls no later than 24 hours.

Interwest can accommodate special project plan review needs such as fast-track, multi-phased, or accelerated plan reviews. We establish project specific turn-around goals and procedures with jurisdiction staff for these types of projects based on the complexity of the projects as well as the construction schedule.

Interwest's staff of engineers and plans examiners will work with the County of Fresno as well as with applicants and designers to resolve all plan review issues. Our staff will deal directly with applicants and their designers during the plan review process to resolve all issues. Interwest will furnish assigned personnel with all materials, resources and training necessary to conduct plan reviews, including a current copy of the applicable County amendments, policies, procedures and forms.

Third Party Plan Review

Interwest currently provides third party plan review and third party inspection services on behalf of multiple client agencies. When utilizing these services, we contract directly with the project applicants and will provide plan review and inspection services in accordance with and following all normal procedures as required by the County. For each project where the County of Fresno requests us to provide third party services, we will generate a proposal specific to the scope of work being requested and will execute a written contract directly with the project applicant. Copies of all third party proposals will be copied to the County Official.

TECHNICAL CAPABILITIES IN PLAN CHECK AREAS

Architectural Plan Review

Interwest's non-structural plans examiners have furnished plan review services for a vast array of projects including large commercial, institutional, industrial, retail, OSHPD 3 medical office buildings, and residential projects. Completed plan review projects range from single-story residential projects to complex high rise buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current additions of the following model codes:

- California Code of Regulations, Title 24, Parts 1 through 6 and 9
- International Building Code (IBC)
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- CA Code of Regulations Titles 19 and 25

Structural Review

Our structural engineers have experience designing and reviewing projects with virtually all building materials including:

- Wood
- Masonry
- Light Gauge Steel Framing
- Rammed Earth
- Concrete
- Structural Steel
- Straw Bale

Our engineers have designed and/or reviewed a wide array of structural systems including:

- FEMA Compliant Steel Moment Frames
- Buckling Restrained Braced Frames Energy Dissipation Systems
- Eccentric Braced Frames

- Concentric Braced Frames
- Various Proprietary Lateral Force Resisting Systems
- Concrete Moment Frames
- Wood Shearwall Systems
- Masonry Shearwall Systems
- Concrete Shearwall Systems
- Cantilevered Column Systems
- Pre-Stressed / Post-Tensioned Concrete

Our structural engineers are experienced with the provisions of most model codes, including current versions of:

- Title 24, Part 2, Volume 2, California Code of Regulations (CCR)
- International Building Code (IBC)
- ASCE 7-10
- CA Historic Building Code
- CA Existing Building Code
- NEHRP
- AISC 341 & 360
- ACI 318 (Concrete)
- FEMA 350, 351 & 353
- ANSI/AF & PA NDS
- ACI 530 (Masonry)

Mechanical, Plumbing & Electrical

Interwest's Mechanical and Electrical Engineers are well versed in the California Mechanical, Plumbing and Electrical codes. We review submitted design documents to ensure compliance with the County's adopted codes. We have made the transition to the newly adopted codes and currently review for those codes as required. All staff is appropriately licensed and/or certified in the State of California. We will review submitted design documents to ensure compliance to the current edition of the following codes:

- California Building Code
- California Plumbing Code
- California Mechanical Code
- California Electrical Code
- Jurisdiction-Adopted Amendments or Ordinances

Other review services are provided based on current editions of local or national standards such as:

- International Building Code
- International Residential Code
- NFPA Standards 13 (automatic fire sprinkler systems)
- NFPA Standards 14 (standpipes)
- International Mechanical Code
- International Plumbing Code
- NFPA Standards 20 (fire pumps)
- NFPA Standards 72 (fire alarms)

- NFPA Standards 99 (medical gases)
- FEMA & NEHRP Requirements for Existing Buildings
- CA Energy Codes

Fire & Life Safety Plan Review

Other review services are provided based on current editions of local or national standards such as:

- International Building Code
- International Residential Code
- International Mechanical Code
- International Plumbing Code
- NFPA Standards 13 (automatic fire sprinkler systems)
- NFPA Standards 14 (standpipes)
- NFPA Standards 20 (fire pumps)
- NFPA Standards 72 (fire alarms)
- International Mechanical Code
- NFPA Standards 99 (medical gases)
- NFPA 101 Life Safety Code
- FEMA & NEHRP Requirements for Existing Building

Our Fire Plans Examiners and Inspectors are well-versed with the use and application of the following model codes, standards and regulations:

- California Fire Code (CFC)
- California Building Code (CBC)
- Local amendments and policies related to the CFC and CBC
- Adopted National Fire Protection Standards
- California Health and Safety Code
- Appropriate listings (CSFM, U.L., etc.) for common systems and materials
- Fire Department Standards
- National Fire Protection Referenced Standards pursuant to the above Codes
- Municipal, State or Federal regulations enforced by Fire Departments and Fire Districts.

Interwest's staff is active with California Fire Prevention Officer's Association as well as local chapters of Building Officials Organizations throughout the State of California and Nevada. Our fire staff is active with the California Building Officials and participates in industry events. Interwest's staff has also authored a comparison of the UFC to the IFC for the California Fire Prevention Officer's Association.

Accessibility - CASp Review

All Interwest's CASp Certified professionals are knowledgeable of State and Federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. Our goal is to provide experts in the industry who can perform services for building departments in a seamless manner by customizing our services to correspond with our client's expectations and needs. We work collaboratively with our clients to resolve plan review and inspection related issues as efficiently as possible, ultimately resulting in an expedited process and successful project.



ADA Evaluation & Compliance - Disabled Access Review

Our architects and plans examiners are fully trained and familiar with CA Building Code Accessibility requirements, ADA compliance regulations, and are available for plan review and/or evaluations and consultation. We offer support to municipalities for compliance enforcement and/or developing a transition plan, and successfully partner with the disabled community to address the needs and requirements for both entities. We can assist municipal departments, government agencies and local communities to explain various issues relating to access compliance, such as access compliance obligations, transition planning, construction costs, construction phasing, code/law 'interpretation', hardship and code/law changes.

Green Building Review

Our staff is familiar with the incorporation of CALGreen building concepts into project designs and its potential impact from the building code. In addition, staff members have participated in the development of various "green" standards for super adobe, rammed earth, and straw bale construction, to name a few. We have also reviewed "straw bale" constructed homes.

LEED Review

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design, construction, operations and maintenance solutions. LEED certification consists of a number of different rating systems that apply to many building types—commercial as well as residential—and measures how well a building performs across many sustainability metrics including: energy savings, water efficiency, CO₂ emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts. Whether new construction or renovation, energy efficient roofing, water run-off management and renewable energy are all important points to consider.

T24 Energy

Our engineers and plan reviewers are up to date on all California Energy requirements as they relate to both new and remodel construction on large residential and commercial projects. The Energy Efficiency Standards for Residential and Nonresidential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

Residential – California Residential Code

Our engineers and plan reviewers have extensive experience providing residential plan reviews. Our staff has experience reviewing single family dwellings and multi-family dwelling, as well as additions, remodels and seismic upgrades. Our staff is well versed in the provisions of the 2016 California Residential Code. Members of our staff are currently providing seminars for ICC Chapters throughout the State of California. Interwest's staff are familiar with environment surrounding residential construction and understanding the importance of providing plan reviews in an efficient and expedited manner to reduce the frustration of home owners as well as larger developers. We work in a collaborative manner to resolve plan review issues as quickly as possible.

Transporting Plans

For plan review projects sent to our Fresno office, Interwest Consulting Group will arrange for all pick-up and delivery of plan review documents at **NO ADDITIONAL COST** to the City. Interwest uses varied methods of pickup and delivery with the goal of providing same-day service.

TECHNICAL CAPABILITIES FOR BUILDING INSPECTIONS

On-Call Building Inspection Services

Interwest Consulting Group tailors inspection services to the particular needs of each client with special attention to providing competent, consistent service at all levels—at all times. We handpick our candidates and identify skill levels required to best match the County's inspection goals and philosophy. All Interwest inspectors are ICC certified and are fully qualified to perform residential, commercial, industrial and mixed-use project inspection for compliance to approved plans and related documents. All inspections will be performed in accordance with the County's adopted version of the California Building Code, California Residential Code, California Green Building Code, California Mechanical Code, California Plumbing Code, California Electrical Code and the Accessibility, Noise and Energy Conservation requirements as mandated by State Title 24 and all applicable County of Fresno Ordinances.

- *All field inspections shall be performed through the County Building and Safety Division and under the direction of County staff.*
- *We will assign personnel who are professionally qualified by both experience and certification to perform commercial and/or residential construction inspections. All materials, resources, tools and training shall be supplied by Interwest.*
- *Projects under construction by permit from the County shall be inspected for compliance with State of California Building, Mechanical, Plumbing, Electrical, Energy and Fire Codes, as amended by the County and as designated by the County.*

Interwest staff has performed inspection services on a wide variety of construction projects including custom homes, large residential developments, and commercial, institutional and essential service buildings. We provide valuable experience gained through successful work with government clients throughout California. This clear understanding of the construction process enables our staff to quickly identify and resolve problems both in the office and in the field.

Assigned staff will perform continuous or periodic inspections to verify that the work of construction is in conformance with the approved project plans as well as identifying issues of non-compliance with applicable building codes. Many of our inspector candidates can provide dual plan check and inspector services for our clients. When necessary for large or fast-track projects, multiple inspectors are available.



Staff assigned will contact the Building Official, or designee, for interpretations, local ordinances, local preferences, alternate materials and exceptions/alternates to the model codes. They will report directly to the Building Official or other person designated for all project-related work. Items, if any, which cannot be resolved between the project inspectors and contractors, will be forwarded to the Building Official for final resolution.

Inspection personnel assigned will be able to read, understand and interpret construction plans, truss drawings and calculations, as well as prepare and maintain accurate records and reports, communicate effectively orally and in writing, and work effectively with contractors, the public and general staff. Inspectors will possess knowledge of approved, up-to-date methods, materials, tools and safety procedures used in building inspection and the most current building standards.

Comprehensive inspection services include, but are not limited to:

- *Reviewing the approved construction documents to gain familiarity with construction projects*
- *Working closely with property owners and contractors to provide solutions to problems on-site*
- *Attending/participating in meetings with other County inspection or plan review staff, property owners, contractors or design professionals*
- *Maintaining appropriate records and files of non-complying items and ensuring the resolution of each item*
- *Ensuring that any construction changes are properly documented and approved by appropriate County staff*
- *Maintaining and accurately recording the status of construction inspection activities*
- *Administrative duties including but not limited to scheduling of inspections and record keeping*

Availability

In addition to our dedicated full-time inspector, we can provide additional inspection services upon as little as 24-hour advance notice. Often, we can provide inspection staff for our clients on much shorter notice, sometimes same day notice, to meet inspection needs due to staff absences and/or peak inspection demands.

Integration with County Staff and Departments

As municipal consultants to many jurisdictions, Interwest staff is highly adaptive to all processes and procedures and quickly and seamlessly assimilates to your specialized requirements. All personnel are cross-trained in municipal operations to successfully bridge across departments and are accustomed to partnering, assisting, and coordinating with Planning, Public Works, Code Enforcement and other vital County staff and departments.

Inspection Schedule

Interwest's inspectors are familiar with a multitude of jurisdictional scheduling and tracking systems and can quickly adapt to County requirements. Inspectors will provide inspections for all inspection requests

received. Emergency inspections (usually requests that pertain to a serious or urgent life/safety issue) can be provided as they are needed; nights, weekends and holidays. Many of our inspectors are also able to serve at the public counter when needed.

Tools & Equipment

Interwest will provide our inspectors with all necessary tools, code books, cellular phones, vehicles and other equipment as required to perform their assignments.

Project Deliverables

SUMMARY OF PLAN REVIEW PROJECT DELIVERABLES

Plan review deliverables consist of plan review letters, red-marked drawings, (when requested), completed final drawings, calculations, energy compliance documentation, specifications and other construction documents bearing Interwest Consulting Group's approval stamps. Approved documents will be submitted to the County of Fresno for final approval along with invoices for plan review services provided on an hourly basis or when requested by the County.

Building inspection deliverables consist of thorough inspections (if needed) clearly written correction letters, and data input into the County's inspection tracking system.

Communicating Plan Review Results / Plan Review Letters

Plan reviews, when not immediately approved, will result in lists of comments referring to specific details and drawings, and referencing applicable code sections. Interwest will provide a clear, concise and thorough plan review correction letter, including a list of necessary corrections, from which clients, designers, contractors and owners can work.

At the completion of each review cycle, Interwest will provide a clear, concise plan review letter indicating all discrepancies noted during the plan review. The specific locations and code references of the noted discrepancies will be incorporated in the plan review letters. Plan review letters will be completed in a format requested by the County. After each plan review cycle, an electronic copy of the completed plan review letter will be distributed to the applicant, and copied to the County.

After all plan review issues have been resolved, Interwest will provide an approval letter along with two copies of the reviewed construction documents to the County. This letter will specify the following information:

- *Project Address and Location*
- *Plan Review Status as Approvable*
- *The County of Fresno's Permit Number*
- *Interwest Consulting Group's Project Number*
- *A list of all documents returned to the County of Fresno*

The final letter will document all red-marked revisions made to the documents by our staff and will specify all conditions of approval that need to be completed by the applicant prior to final approval and permit issuance by the County.

Maximum Proposed Turnaround Times for Building Plan Check

We commit to meeting or exceeding the County's required plan check time frames, as detailed in the RFP. We consistently complete plan reviews within required timeframes for both commercial and residential projects as our standard business practice. We work hard to accommodate any turnaround schedule desired by the County. Multi-disciplinary reviews are typically performed in our offices but we are available for onsite work when required, upon the County's request.

Type of Job	Maximum Turn Around Time	
	First Check	Re-Check
New Residential Construction	10 Business Days	5 Business Days
Additions	10 Business Days	5 Business Days
Remodels	10 Business Days	5 Business Days
Commercial Construction	10 Business Days	5 Business Days
Specialized Non-Standard Projects	Turnaround Time Negotiated on a Project by Project Basis	
Accelerated Plan Checks	Turnaround Time Negotiated on a Project by Project Basis	

Interwest Consulting Group is also able to accommodate special project plan review needs, such as fast-track or expedited reviews. We establish specific turnaround goals and procedures with jurisdiction staff for these types of projects. For expedited or fast-track projects, we charge a premium of 140% of the standard plan review fee as noted in our fee proposal which is included in this RFP.

Interwest understands that if an assigned plan review project is completed between 1-5 days after the due date, a 10% reduction of fee will be provided. Additionally, if the plan review is completed 5-10 days past the due date, a 50% reduction of fee will be provided. Any plan review completed in excess of 10 days late will be provided to the County free of charge. Interwest will notify the County of Fresno at least two (2) business days in advance if a plan review will not be completed within the stipulated time frame.

Meeting Attendance Availability

Interwest's staff of experienced engineers and plans examiners will be available to discuss issues with the County staff, design team and/or construction team that may arise on project at no additional fee to the County (projects paid with a percentage of fees). This includes availability to attend bi-monthly plan review and or inspection meetings at the County at no additional cost. Our staff will be available same day for teleconference/phone meetings and within 24 hours for in-person meetings at the County offices.

Sub-Consultants

We will not utilize the services of any sub-consultants to provide the services requested by the County of Fresno.

Staff Qualifications & Experience

PROJECT MANAGER

Services will be directed from our Fresno office. We propose **Ron Beehler, SE, CBO** as the Project Manager and the key point of contact for all services. Under Ron's direction, our knowledgeable and qualified staff members will provide plan review and building inspection services, and any additional support needed to the County of Fresno. Through Ron's supervision, you will have seamless and constant communication with our project team as he oversees and schedules all plan review and building inspection services.

Supporting Ron is a highly qualified, knowledgeable and motivated staff of engineers, plans examiners, inspection and administrative personnel. They know and thoroughly understand the dynamics and requirements of working with and within jurisdictions. They are skilled in sensitive, large-scale construction projects or working with demanding customers and project schedules while delivering accurate and on-time plan reviews and inspection services. Additional support, if required, is always available from our other branch office locations.

We offer experienced and CA Licensed Structural Engineers, highly qualified and ICC Certified Building Officials and Plan Examiners, seasoned ICC certified Inspectors, CASp certified staff as well as ICC certified Permit Technicians with extensive experience. All of our personnel are knowledgeable jurisdictional staff and understand the procedures, policies, and deadlines necessary to keep building departments running smoothly. We work strictly for public agency clients thus avoiding any conflict of interest.

As municipal consultants to many jurisdictions, Interwest staff is highly adaptive to all processes and procedures and quickly and seamlessly assimilates to your specialized requirements. All personnel are cross-trained in municipal operations to successfully bridge across departments and are accustomed to partnering, assisting, and coordinating with Planning, Public Works, Code Enforcement and other vital County staff and departments.

With extensive backgrounds in providing building support services for a wide array of projects, our personnel are familiar with construction utilizing all types of state-of-the-art structural systems as well as the latest technology in mechanical and electrical systems. Staff project experience ranges from large single-family dwellings to large multi-story buildings, including numerous California schools, colleges, OSHPD 3 clinics and essential service buildings, commercial buildings, corporate campuses, and industrial facilities.

Our proposed team is dedicated to providing first-class Building and Safety Services. We have included an organizational chart and a list of staff by expertise. Comprehensive resumes with their complete history and professional registrations are included in the Appendix of this proposal.

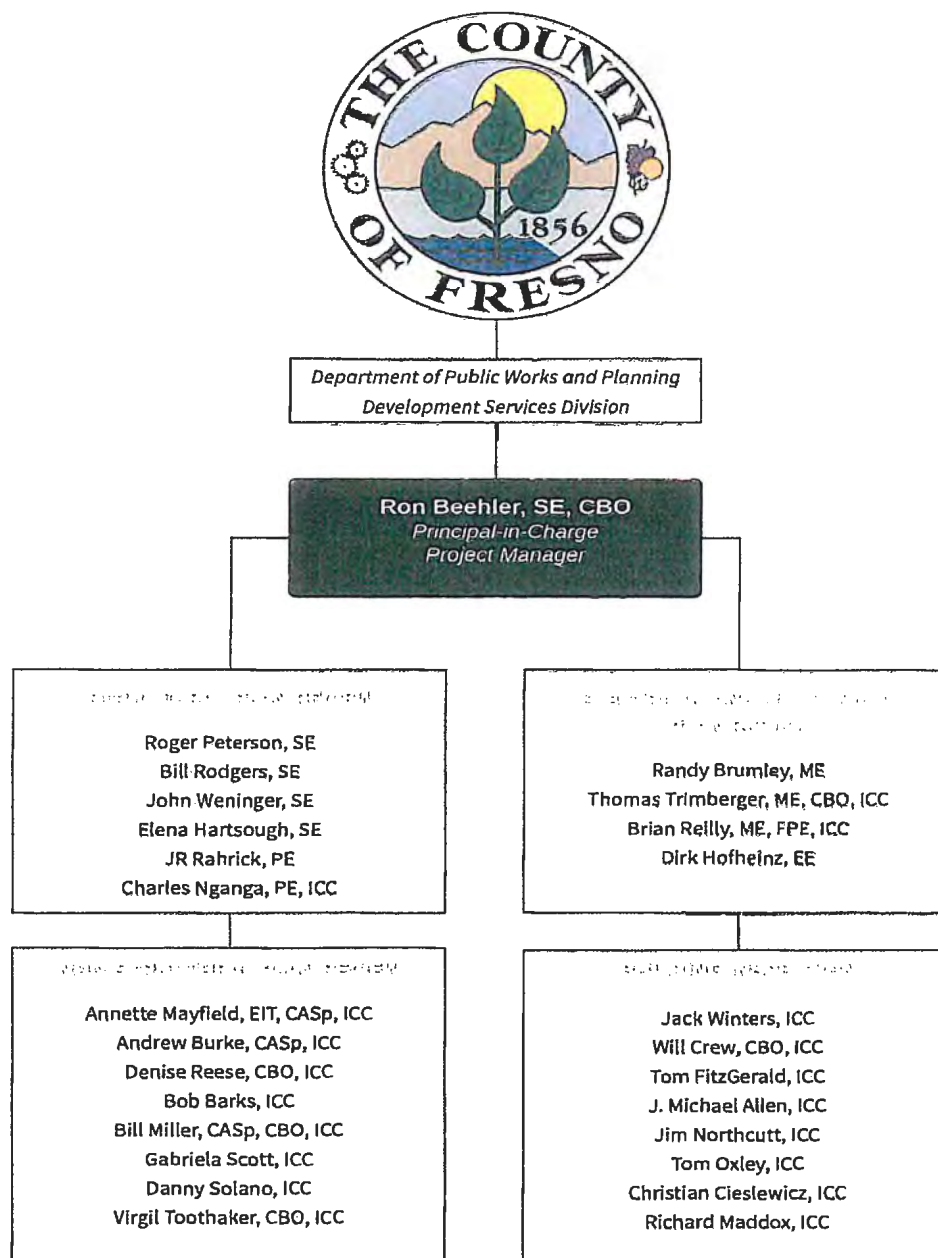
STAFF AVAILABILITY

The team members proposed for service to the County of Fresno are identified in the following Organizational Chart and will be the same team utilized for services throughout the duration of this project. Any additions to this team will only be done with the consent of the County Building Official. Interwest clearly

understands the need for staffing flexibility. As workloads increase, additional Interwest staff time will be devoted to the County, enabling us to continue to provide a high level of service and meet all of the timelines established in the RFP. Any decrease in workload can be offset by a decrease in our presence. We understand that development processing is cyclical, and we have the staff necessary to adequately address the increase and decrease in workload while maintaining timely services.

ORGANIZATIONAL CHART

Interwest has assembled a highly experienced team with the qualifications needed to effectively carry out the requested services for the County of Fresno. We propose the following structure and staffing candidates.



Invoicing

Interwest Consulting Group will submit an invoice to the County of Fresno with each approved plan review project. The invoices will include the following information:

- County's Application Number
- Address of Project
- Project Name and Amount Billed for Each
- If performed on an hourly basis, the invoice will include each person's name, title, hourly rate and hours being billed

Where applicable, when the first review is completed and returned to the County, each project shall be accompanied by a Fee Calculation Sheet indicating the amount that will be billed to the County and a breakdown of the associated costs.

Insurance Coverage

As requested in the RFP, Interwest Consulting Group will provide all necessary insurance coverage to meet the requirements of the County. A current Certificate of Insurance will be provided upon request.

Cost Information

Today's fast-paced development environment demands projects flow quickly and smoothly through the regulatory approval process. Interwest Consulting Group fully understands and is familiar with the procedures and policies that can make this happen successfully. You'll find our people love what they do and will readily assist with solutions and recommendations that have been proven, time-tested and are specific to your needs. We propose to assist the County of Fresno with the services outlined in the Plan Check Packages defined in the RFP and stated below.

PLAN CHECK PACKAGES:

Plan Review Package "A"

Complete structural and non-structural commercial building plan review

Plan Review Package "B"

Complete non-structural commercial building plan review

Plan Review Package "C"

Complete structural commercial building plan review

Plan Review Package "D"

Complete residential building plan review

Plan Review Package "E"

Complete structural residential building plan review

Plan Review Package "F"

Hourly fee for non-structural plan review services

Plan Review Package "G"

Hourly fee for structural plan review services

Building Inspection Package "H"

Hourly fee for commercial and/or residential building inspection services

Plan Review Package "I"

Hourly fee for site improvement inspection services

Plan Review Package "J"

Hourly fee for permit processing services

Other Services Offered

Additional services offered by Interwest Consulting Group include fire plan review using the California Fire Code, Fire Inspection, ADA Accessibility review and inspections, Site and Civil plan review and civil inspections. Fees for these services can be provided on a time and materials basis or negotiated on a project-by-project basis.

FEE MATRIX

For plan review and inspection services we propose the following fees for the specified plan check packages and options. The fees are expressed as a percentage of the plan review fee collected by the County of Fresno or hourly utilizing billing rates as specified in the "Schedule of Hourly Billing Rates" shown below.

Service Package	Project Type								Fee as a Percentage of the County Plan Check Fee or Hourly
	Commercial	Residential	Building Inspection	Plan Check	Permit Processing	Non-Structural	Structural	Site Inspection	
A	✓			✓		✓	✓		65%
B	✓			✓		✓			40%
C	✓			✓			✓		40%
D		✓		✓		✓	✓		65%
E		✓		✓			✓		40%
F	✓	✓		✓		✓			Hourly
G	✓	✓		✓			✓		Hourly
H	✓	✓	✓						Hourly
I	✓	✓						✓	Hourly
J					✓				Hourly
Other Services									Hourly as negotiated

All requested services will be performed in whole or in part using one of the plan check service packages established by the County as defined in the RFP and included above. Plan reviews and inspections are to include enforcement of all applicable Federal, State, and Local regulations and policies. Fee break downs in each category other than hourly fees, shall include the costs of the initial review and all subsequent reviews required to obtain approval for each project. No additional fees will be charged to complete the services outlined in the packages listed, including but not limited to, pick up, delivery, mileage, shipping, meetings, phone calls, and other materials, labor and handling. We understand that prior approval by the County is required for any and all charges proposed in addition to the percentage agreed to in the plan check packages including any charges proposed for deferred submittal and revisions that may occur.

Interwest understands that if a list of comments or approval for an assigned plan review project is returned between 1-5 days after the due date, a 10% reduction of fees will be assessed. Additionally, if the response is 5-10 days past the due date, a 50% reduction of fees will be assessed. Any plan review project completed in excess of 10 days late will be provided to the County free of charge. Interwest will notify the County of Fresno at least two business days in advance if any assigned plan review will not be completed with the stipulated time frame.

Schedule of Hourly Billing Rates

CLASSIFICATION

HOURLY BILLING RATE

Licensed Engineer Plans Examiner (Struct., Mech., Elect.).....	\$125
ICC Senior Building Plans Examiner	90
ICC Fire Plans Examiner / Inspector.....	95
Certified Access Specialist (CAsp)	95
ICC Commercial Building Inspector	80-90
ICC Residential Building Inspector	65-85
ICC Permit Technician.....	55-65

Inspection Overtime.....125% of Above Listed Hourly Rates

Mileage: Mileage for inspection services will be charged at the current IRS rate while inspections are being performed.

EXPEDITED PLAN REVIEW SERVICES

We can provide expedited or fast-track plan review services at 140% our regular fee. Timeframes for performance of expedited or fast-track plan review services will be one half of the proposed timeframes identified for non-expedited projects.

FIRE PLAN REVIEW SERVICES

If such services are needed on future projects, fire plan review services can be provided on an hourly basis and charged per our Schedule of Hourly Billing Rates shown above.

FREE PICK UP & DELIVERY

There is no charge for courier or shipping services, our local Fresno office will handle all pickup and delivery services for assigned plan review projects.

Exhibit D

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	INCREASE		YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
2501. Building Construction Permits							
1. Minimum Charge	\$148.00						
2. Other - The following tables of construction valuation shall be used to calculate building permit fees: (to determine fee, multiply footage by appropriate valuation as listed by building type, then refer to valuation schedule for fee amount)							
TOTAL VALUATION							
\$1 - \$10,000	\$148.00						
\$10,001 - \$25,000	\$148.00 for the first \$10,000.00 plus \$23.45 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00						
\$25,001 - \$50,000	\$499.75 for the first \$25,000.00 Plus \$10.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00						
\$50,001 - \$100,000	\$762.25 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00						
\$100,001 - \$500,000	\$1137.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00						
\$500,001 and Up	\$3,137.25 for the first \$500,000.00 plus \$3.50 for each additional \$1,000.00 or fraction thereof						

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)						
TABLE OF CONSTRUCTION VALUATION			2008-09	02/17/09	100%	Ord. #09-003
Occupancy and Type						
1. Apartment Houses: (R-2):						
Type IA or IIA	\$121.00					
Type V-Masonry, VA IIA	\$94.00					
Type IIIB	\$103.00					
Type V-Wood Frame or IIB & VB	\$89.00					
Type IA-Basement Garage	\$53.00					
2. Banks, Medical Offices & Offices (B):						
Type IA or IIA	\$143.00					
Type IIIA or IV	\$124.00					
Type IIIB	\$119.00					
Type IIA or VA	\$109.00					
Type IIB or VB	\$104.00					
3. Churches, Funeral Homes and						
Crypts (A, B):						
Type IA or IIA	\$171.00					
Type IIIA or IV	\$153.00					
Type IIIB	\$148.00					
Type IIA or VA	\$138.00					
Type IIB or VB	\$133.00					
4. Dwellings and Day Care Centers						
(With Occupancy Load of 6 or						
Less: (R-3) For other types						
of construction, use apartment						
house valuations.						
Type V Masonry or IIA	\$117.00					
Type V Wood Frame or IIB	\$97.00					
Basements						
Finished	\$30.00					
Unfinished	\$20.00					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2008-09	02/17/09	100%	Ord. #09-003
5. Hotels and Motels: (R-1)						
Type IA or IIA	\$147.00					
Type IIIA or IV	\$131.00					
Type IIIB	\$128.00					
Type VA or IIA	\$119.00					
Type VA or VB	\$114.00					
6. Industrial Plants, Dehydrators & Cold Storage Plants: (S)						
Type IA or IIA	\$84.00					
Type IIB (Stock)	\$80.00					
Type IIIA or IIIB	\$72.00					
Type VA	\$60.00					
Type VB	\$55.00					
9. Private Garages, Residential Accessory Structures: (U)						
Wood Frame Type VB	\$38.00					
Masonry Type III	\$47.00					
Frame Patios Type VB	\$23.00					
Add for Screening	\$8.00					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2008-09	02/17/09	100%	Ord. #09-003
10. Public Garages, Service Stations, Fire Stations & Farm Shops (S-3, S-4):						
Type IA or IIA	\$68.00					
Type IIB	\$43.00					
Type IIIA	\$58.00					
Type IIIB	\$54.00					
Type VA	\$46.00					
11. Restaurants, Assembly and Club Bldgs. (A, B):						
Type IA or IIA	\$141.00					
Type IIIA or IVB	\$128.00					
Type IIIB	\$125.00					
Type VA	\$116.00					
Type VB	\$113.00					
12. Stores, Barber and Beauty Shops: (B, M)						
Type IA or IIA	\$104.00					
Type IIIA or IVB	\$94.00					
Type IIIB	\$88.00					
Type VA	\$78.00					
Type VB	\$75.00					
13. Schools, Pre-Schools, and Day Care Ctrs. (w/ Occupancy Load More Than 6: (E-3)						
Type IA or IIA	\$158.00					
Type IIIA or IVB	\$142.00					
Type IIIB	\$134.00					
Type VA	\$125.00					
Type VB	\$120.00					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2008-09	02/17/09	100%	Ord. #09-003
15. Theaters: (A)						
Type IA or IIA	\$168.00					
Type IIIA	\$155.00					
Type IIIB	\$145.00					
Type VA	\$135.00					
Type VB	\$130.00					
16. Warehouses & Packing Sheds:						
(S-1, S-2 & F-2)						
Type I or IIA	\$58.00					
Type VA	\$53.00					
Type IIB or VB	\$48.00					
Type IIIA	\$66.00					
Type IIIB	\$61.00					
Tilt-up	\$48.00					
17. Metal Roof Structures: IIB						
Residential Patio	\$16.00					
Cover & Carport (U)						
Add for Screening	\$6.00					
Commercial Structures	\$20.00					
Add for Enclosures	\$11.00					
18. Signs (U):						
Wood Frame & Supports VB	\$11.00					
Steel Frame & Supports	\$23.00					
Neon & Lighted Signs	\$23.00					
Steel Columns to Signs	\$56.00					
(Frame/Lineal foot)						
19. Miscellaneous:						
Swimming Pools	\$53.00					
Fences (Over 6' High)	\$34.00					
per lineal foot						
Cattle Shelters (Open)	\$11.00					
Dairy Barns	\$36.00					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2008-09	02/17/09	100%	Ord. #09-003
Agriculture Storage and Enclosed Animal Shelters	\$28.00					
Pole Barns	\$14.00					
Structure (Open)						
Pole Barns	\$17.00					
Structure (Closed)						
Loading Docks	\$14.00					
Wood Decks	\$12.00					
Fire Sprinklers	\$3.00					
Other	To be determined by Building official					
NOTE: N - Indicates no fire requirement.						
2502. Plan Review Fees			2007-08	01/04/08	100%	Ord. #07-048
1. Plan review for single family & duplex dwellings	65% of building permit fee					
2. Plan review fee for all other structures	65% of building permit fee					
3. Plan review for mechanical, electrical and/or plumbing	25% of permit fee					
4. Signs requiring engineering calculations	65% of permit fee					
5. Incomplete or changed plans requiring additional plan review	\$72.50 per hour (One hour minimum charge)	8.63%	2007-08	01/04/08	100%	Ord. #07-048
6. Overtime for rush plan review-in addition to standard review fees.	\$72.50 per hour (Two hour minimum per trade)	8.63%	2007-08	01/04/08	100%	Ord. #07-048
7. Standard Plan		8.63%	2007-08	01/04/08	100%	Ord. #07-048
8. Reversed Plans	\$99 per hour (three hour min. charge)	8.63%	2007-08	01/04/08	100%	Ord. #07-048
9. Deferred Plan Submittals	\$110.00 per hour	8.63%	2007-08	01/04/08	100%	Ord. #07-048
10. Plan review backcheck in excess of two backchecks	\$62.50 per hour (two hour min. charge)		2007-08	01/04/08	100%	Ord. #07-048
2503. Energy Conservation Surcharge			2007-08	10/12/06	100%	Ord. #06-018
Plan review on all new construction subject to State of Calif. Energy Conservation Requirements						

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)						
2504. Fee for Work Without Permit			2007-08	01/04/08	100%	Ord. #07-048
Work commenced prior to issuance of building permits	Fee as stipulated in Title 15 Section 15.04.080(d) (\$143.00 minimum charge)	5.27%				
2505. Consolidated Permit Fee			2007-08	01/04/08	100%	Ord. #07-048
All required permits for each building or structure obtained on one application form	Building, Plumbing, Mechanical and Electrical permits reduced by 5%					
2506. Special Services Fees			2007-08	01/04/08	100%	Ord. #07-048
1. Change of occupancy classification	\$287.00 per structure	5.27%				
2. Inspection beyond one reinspection (Work not ready for 1st inspection)	\$139.00 per inspection	5.27%				
3. Special service to modify permit application	\$70.00 per hour (One hour minimum charge)	5.27%				
4. Temporary Occupancy Permit	\$62.00	5.27%				
5. Inspections request by permittee to be made other than between hours of 8:00 AM and 4:00 PM (overtime inspection)	\$70.00 per hour or fraction thereof (4 hours minimum charge)	5.27%				
6. Phone, Fax & E-mail Permits	\$20 additional	5.27%				
7. Processing application for an agreement on exempt structures under provisions of Section 15.04.130	\$148.50 additional	5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2007-08	01/04/08	100%	Ord. #07-048
8. Permanent records of project drawings required by State law to be maintained by Building Official	\$19.00 for first sheet \$4.25 each additional sheet	5.27% 5.27%				
9. Inspection on electrical sign not bearing an Underwriters' Label	\$62 additional	5.27%				
10. Variance from flood proofing requirements of Fresno County Ordinance No. 616, adopted June 23, 1981	\$237.50	5.27%				
11. Flood map information related to Federal Emergency Mgmt Agency (FEMA) flood insurance rate information	\$42.00	5.27%				
12. Research records and provide information for existing permits, plans, septic and other related records	\$14.50 plus printing costs	5.27%				
13. Review deeds and other related documents for legality of parcels prior to issuance of permits	\$74.25	5.27%				
14. Written conformation of zoning to determine that a proposed use will be allowed	\$42.00	5.27%				
15. Service fee for zoning ordinance excerpts	\$5.75 each	5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2007-08	01/04/08	100%	Ord. #07-048
16. Re-roofing of existing buildings including pre-roof inspection						
a. Single family residential	\$179.00/structure	5.27%				
b. All other structures	\$179.00 for first 5,000 sq. ft plus \$145.50 for each additional 5,000 sq. ft or fraction thereof per structure	5.27% 5.27%				
17. Damage Investigation	\$93.00 each	5.27%				
18. Processing fee for collection and distribution of a fee for others	\$17.50 each	5.27%				
19. Flood certificate	\$78.25 per certificate	5.27%				
20. Projects located in State Responsibility Areas	\$39.00 per structure	5.27%				
21. Installation of private swimming pool or spa includes structural, plumbing and electrical						
a. Inground Pool or Spa	\$455.50	5.27%				
b. Inground Pool/Spa Combination	\$500.00	5.27%				
c. Above ground Pool or Spa	\$136.50	5.27%				
d. Add for Gas Heat	\$136.50	5.27%				
22. Natural Hazard Disclosure Information	\$78.00 per parcel	5.27%				
23. Account Administration	\$8.00 per transaction	5.27%				
24. Workers Comp. Insurance Administration	\$7.50 per transaction	5.27%				
25. Determination of Merger With Appeal (add)	\$212.00 \$141.50	5.27% 5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)						
2507. Relocation Permit Fees			2007-08	01/04/08	100%	Ord. #07-048
1. Building permit, relocated structures	Twice standard fee for work described in permit					
2. Investigation permit						
a. Inside Fresno County	\$299.00 per structure	5.27%				
b. Outside Fresno County	\$299.00 per structure + \$.48.5 mi./per structure +\$70.00 hr./per structure	5.27% 5.27%				
2508. Wrecking or Demolition Fees			2007-08	01/04/08	100%	Ord. # 07-048
1. Single family residential structures	\$116.00 per structure	5.27%				
2. All other structures						
a. First story-to 5,000 sq ft	\$116.00 per structure	5.27%				
b. Each additional 1,000 sq ft	\$22.00 per structure	5.27%				
c. Each story above	1/2 of fee for 1st story					
3. Septic System not associated with the demolition of a structure.	\$113.25 per structure	5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)						
2509. Mobile Home Occupancy and Accessory Structures, Mobile Home Parks, Special Occupancy Trailer and Recreation Vehicle Parks, and Campground Fees						
1. Permit Issuance	\$38.00	5.27%	2007-08	01/04/08	100%	Ord. #07-048
2. Inspection beyond one reinspection	\$139.00 per reinspection	5.27%	2007-08	01/04/08	100%	Ord. #07-048
3. Lot preparation for Mobile Home, RV, and Commercial Coach (Does not include private septic system)	\$237.50 per mobile home	5.27%	2007-08	01/04/08	100%	Ord. #07-048
4. Installation of Mobile Home	\$187.50 per site	5.27%	2007-08	01/04/08	100%	Ord. #07-048
5. Septic System for Mobile Home, RV and Commercial Coach	\$148.50 per system	5.27%	2007-08	01/04/08	100%	Ord. #07-048
6. Accessory structures including Cabanas, Ramadas & Garages	Fees as set forth for Conventional construction		2007-08	01/04/08	100%	Ord. #07-048
2510. Mechanical Code Fees						
1. Issuing each permit	\$38.00	5.27%				
2. Replacement, repair or installation of each heating appliance or flue vent	\$38.00	5.27%				
3. Exhaust Hoods						
a. Installation of a gravity system ventilation duct with or without hood screens in a commercial or institutional facility, not serving a commercial kitchen	\$38.00	5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2007-08	01/04/08	100%	Ord. #07-048
b. Installation of a ventilation duct with a forced air (mechanical) system including hood duct in a commercial, industrial, institutional or related facility						
1. Each system under 4,000 C.F.M.	\$38.00	5.27%				
2. Each system over 4,000 C.F.M.	\$48.00	5.27%				
4. Installation of a gas piping system						
a. 1 to 5 outlets	\$29.00	5.27%				
b. For each additional outlet	\$5.25	5.27%				
5. All fireplaces and each appliance or smoke stack governed by Code, not classed as a specific heating appliance	\$72.50 each	5.27%				
6. Comfort Cooling Installations:						
a. Each comfort cooling window unit	\$11.75	5.27%				
b. Each comfort cooling system less than 7 tons	\$38.00	5.27%				
c. Each comfort cooling system 7 tons to 14 tons	\$52.00	5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2007-08	01/04/08	100%	Ord. #07-048
d. Each comfort cooling system over 14 tons	\$86.00	5.27%				
e. Each comfort cooling gas absorption system to 130,000 BTU	\$38.00	5.27%				
f. Each comfort cooling gas absorption system 130,000 BTU to 370,000 BTU input	\$52.00	5.27%				
g. Each comfort cooling gas absorption system 370,001 and greater, each unit	\$86.00	5.27%				
h. Comfort cooling & heating duct system						
1) Single Story-floor area						
a. 0 to 4,000 sq. ft.	\$29.00	5.27%				
b. Over 4,000 sq. ft.	\$58.00	5.27%				
2) Multi-story, per floor	\$29.00	5.27%				
7. Mechanical installation						
a. New construction or complete remodel of single or multi-family dwellings, (fee includes duct work, registers, heating and cooling equipment but not metal fireplaces, gas piping or fireplaces).						

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION		INCREASE	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)			2007-08	01/04/08	100%	Ord. #07-048
1. 0 to 750 sq. ft. of area of construction	\$23.00/dwelling unit	5.27%				
2. 751 to 1,500 sq. ft. of area of construction	\$52.00/dwelling unit	5.27%				
3. 1,501 to 2,500 sq. ft. of area of construction	\$80.00/dwelling unit	5.27%				
4. Over 2501 sq. ft. of area, for each additional 500 sq. ft. or fraction thereof, add to above	\$5.25/dwelling	5.27%				
7b. Motel units without kitchen facilities	75% of fee schedule 2510 (7a)		2007-08	01/04/08	100%	Ord. #07-048
8. Evaporative Coolers			2007-08	01/04/08	100%	Ord. #07-048
a. Each separate cooling tower	\$51.00	5.27%				
b. Evaporative coolers	\$51.00	5.27%				
9. Special service for investigation to determine compliance of a system with the code requirements or to effect a correction or repair to an existing system not covered by a specific schedule.	\$70.00 per hour (One hour minimum charge)	5.27%				
10. Minimum Fees:			2007-08	01/04/08	100%	Ord. #07-048
a. The minimum mechanical permit fee	\$61.00	5.27%				
b. The minimum mechanical permit fee for all structures to be relocated	\$116.00	5.27%				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
2511. Electrical Code Fees		2007-08	10/12/06	100%	Ord. #06-018
1. Electrical installations					
a. New construction or complete remodel of single or multi-family dwellings (fee includes all wiring, outlets, fixtures, one 200 amp max. main service and one 200 amp max. sub panel.)		2007-08	01/04/08	100%	Ord. #07-048
1) 0 - 750 sq. ft.	\$110.50 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
2) 751 - 1,000 sq. ft.	\$139.00 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
3) 1,001 - 1,500 sq. ft.	\$199.50 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
4) 1,501 - 2,000 sq. ft.	\$257.50 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
5) 2,001 - 2,500 sq. ft.	\$315.50 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
6) 2,501 - 3,000 sq. ft.	\$373.00 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
7) Each additional 500 sq.ft.	\$33.25 per dwelling unit	2007-08	01/04/08	100%	Ord. #07-048
b. Motel units without kitchen facilities	75% of fee schedule 2511 (1a)	2007-08	01/04/08	100%	Ord. #07-048
2. Issuing permits	\$38.00 each	2007-08	01/04/08	100%	Ord. #07-048
3. Wiring outlets	\$1.60 each	2007-08	01/04/08	100%	Ord. #07-048
4. Each circuit (remodel work only)	\$12.00 each	2007-08	01/04/08	100%	Ord. #07-048
5. Each motor		2007-08	01/04/08	100%	Ord. #07-048
a. 0 - 1 HP	\$12.00 each				
b. Over 1 HP - 5 HP	\$33.50 each				
c. Over 5 HP - 30 HP	\$42.00 each				
d. Over 30 HP - 50 HP	\$64.00 each				
e. Over 50 HP - 100 HP	\$104.00 each				
f. Over 100 HP- 150 HP	\$161.50 each				
g. Over 150 HP	\$161.50 each + \$57.00 for each 50HP or fraction thereof over 150 HP				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
6. Each transformer:		2007-08	01/04/08	100%	Ord. #07-048
a. 0 - 1 KVA	\$12.00 each				
b. Over 1 KVA - 5 KVA	\$33.00 each				
c. Over 5 KVA - 30 KVA	\$42.00 each				
d. Over 30 KVA - 50 KVA	\$64.00 each				
e. Over 50 KVA - 100 KVA	\$104.00 each				
f. Over 100 KVA - 200 KVA	\$161.50 each				
g. Over 200 KVA	\$161.50ea + \$57.00 for each 200 KVA or fraction thereof over 200 KVA				
7. Each agricultural pump or wind machine motor	\$116.00 each (minimum fee)	2007-08	01/04/08	100%	Ord. #07-048
8. Moving of motors	75% of fee required for new equipment	2007-08	01/04/08	100%	Ord. #07-048
9. Each exterior lighting standard		2007-08	01/04/08	100%	Ord. #07-048
a. First 4 standards	\$23.00 each				
b. Over 4 standards	\$14.50 each				
10. Each range, dishwasher, waste disposal, water heater, heater, dryer, or welder installation or other single outlet circuit	\$20.25 each	2007-08	01/04/08	100%	Ord. #07-048
11. Temporary lights in building in the course of construction or undergoing repairs or similar use	\$38.00 each	2007-08	01/04/08	100%	Ord. #07-048

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
12. Incandescent electric sign or outline lighting of luminous gas type with:		2007-08	01/04/08	100%	Ord. #07-048
a. 1 to 4 transformers	\$62.50 each				
b. additional transformers	\$6.00 each				
13. Luminous gas type fixture with transformer (except fluorescent type)	\$12.00 each	2007-08	01/04/08	100%	Ord. #07-048
14. X-ray unit and its appurtenances	\$62.50 each	2007-08	01/04/08	100%	Ord. #07-048
15. Service and/or sub-panel:		2007-08	01/04/08	100%	Ord. #07-048
a. For 0 - 200 amps	\$29.00 each				
b. For 201 - 400 amps	\$96.00 each				
c. For 401 - 600 amps	\$148.50 each				
d. 601 amps to 1600 amps	\$295.50 each				
e. Over 1600 amps	\$295.50 each + \$29.00 for each 200amps of fraction thereof over 1600amps ea				
16. Time Clock	\$12.00 each	2007-08	01/04/08	100%	Ord. #07-048
17. Electric valve	\$5.50 each	2007-08	01/04/08	100%	Ord. #07-048
18. Inspection of any electrical equipment where no fee is herein prescribed, for the time consumed.	\$71.50 per hour (One hour minimum charge)	2007-08	01/04/08	100%	Ord. #07-048

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
19. Minimum fees:		2007-08	01/04/08	100%	Ord. #07-048
a. Minimum electrical permit fee	\$58.50 minimum fee				
b. Minimum electrical permit fee for all structures to be relocated	\$97.00 minimum				
c. Electrical permit fee, agricultural pump or wind motor	\$116.50 minimum				
2512. Plumbing Code Fees		2007-08	01/04/08	100%	Ord. #07-048
1. Alteration, repair or addition of a drain or waste line	\$71.50 each				
2. Pre-sewer inspection	\$71.50 each				
3. Change in existing septic tanks by the addition of drainfields or seepage pits or to replace septic tanks.	\$90.50 each installation				
4. Conversion of a single family dwelling from liquid petroleum gas to natural gas	\$124.50 per structure				
5. Certification of an on-site sewage disposal system	\$148.5 each				
6. Gas appliance or vent	\$38.00 each				
7. Gas Piping Systems					
a. Gas piping system other than on-site mains. First 5 outlets.	\$29.00 each system				
b. Each additional outlet	\$5.50 each				
8. Inspection of any plumbing, which no fee is prescribed	\$71.50 each				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)		2007-08	01/04/08	100%	Ord. #07-048
9. Installation of any gas device: (poultry operations only)					
a. Gas piping system	\$58.50 each				
b. Gas devices:					
1. 1st 5 devices	\$12.00 each				
2. Additional devices	\$5.50 each				
10. Issuing permit	\$38.00 each				
11. Backflow Prevention					
a. Lawn sprinkler system for single family dwellings in which a backflow protective device or devices are installed	\$58.50 each				
b. All other backflow devices	\$29.00 each				
12. Minimum Fees:					
a. Minimum plumbing permit fee	\$58.50 each				
b. Minimum plumbing permit fee for all structures to be relocated	\$97.00 each minimum fee				
13. Plumbing installations					
a. New construction or complete remodel of single or multi-family dwellings up to 3 bathrooms. (Includes structure, gas, water, waste and miscellaneous piping systems and all plumbing fixtures.)					
1. One bathroom	\$179.00 per dwelling unit				
2. Two bathrooms	\$238.50 per dwelling unit				
3. Three bathrooms	\$262.50 per dwelling unit				
Each additional fixture over 3 bathrooms	\$29.00 per bathroom fixture				
b. Motel Units without Kitchen Facilities	75% of schedule 2512 (13a)	2007-08	10/12/06	100%	Ord. #06-018

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
14. On-site piping. Includes sewer, water, gas.		2007-08	01/04/08	100%	Ord. #07-048
a. First 100 feet	\$89.00				
b. Each additional 100 ft.	\$5.50				
15. On-site sewer manhole	\$116.00 each				
16. Plumbing fixture or set of fixtures on 1 trap including water drainage piping and backflow protection	\$29.00 each				
17. Rainwater system (Roof drain)	\$20.00 each				
18. Septic Systems					
a. Septic tank installation including seepage pits or drainfields	\$148.50 each				
b. Test hole inspection with septic tank permit	\$62.00/inspection				
c. Test hole inspection and maintenance of records when building or septic permits not taken out	\$96.00/inspection				
d. Small lot inspection	\$62.00 per inspection				
19. Water piping system on-site mains.					
a. First 5 outlets	\$29.00 each system				
b. Each additional outlet	\$5.50 each				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
2514. Refunds		2007-08		100%	Ord.# 92-013
If construction has not commenced, a refund of 80% of the permit fee will be allowed where the permit is canceled at the request of the permittee, within 180 days from date of issue. No permit fee will be refunded for any permit which has expired. When the plan review service has been performed, no refund will be made of the plan review fee. All requests for refund must include a statement in writing containing the reasons for the request.					
2515. Water Pump Test					
1. Water Pump Test Fee	\$212.00 each	2007-08	01/04/08	100%	Ord. #07-048
2. II-H Hydro Study Test Review	\$267.00 each	2008-09	02/17/09	100%	Ord #09-003
2550. Land Development Permits and Processing		2007-08	01/04/08	100%	Ord. #07-048
1. Amendment application with concurrent misc. D.R.A.	\$7,552.00 each				
2. Amendment application with concurrent CUP					
a. Unclassified CUP	\$12,240.00 each				
b. Classified CUP	\$8,501.00 each				
3. Amendment application with concurrent residential D.R.A.	\$7,008.00 each				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)		2007-08	01/04/08	100%	Ord. #07-048
4. Amendment to text	\$7,326.00 each				
5. Conditional Use Permit (CUP)					
a. Unclassified	\$9,123.00 each				
b. Classified	\$4,569.00 each				
c. Revision	25% of the CUP Fee	2007-08	01/04/08	100%	Ord. #07-048
6. Conditional Use Permit application with concurrent variance		2007-08	01/04/08	100%	Ord. #07-048
a. Unclassified CUP					
1. w/Class I VAR	\$10,724.00 each				
2. w/Class II VAR	\$12,152.00 each				
b. Classified CUP					
1. w/Class I VAR	\$6,169.00 each				
2. w/Class II VAR	\$8,327.00 each				
7. Continuance of noticed public hearing	\$477.00 each				
8. Director Review and Approval (DRA)					
a. Residential DRA includes day care facilities (in-home), home beauty shops, and other uses secondary to residential use	\$1,570.00 each				
b. Misc. DRA includes commercial, industrial and all other applications subject to DRA	\$2,660.00 each				
c. Revision	25% of the DRA Fee	2007-08		100%	Ord. #94-015

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)		2007-08	01/04/08	100%	Ord. #07-048
9. Minor Variance	\$1,613.00 each				
10. Misc. DRA with concurrent variance					
a. Class I VAR	\$4,535.00 each				
b. Class II VAR	\$7,379.00 each				
11. Pre-application report	\$924.00 each				
Fee paid for a pre-application report shall be deducted from the CUP, Variance or Amendment Application fee.					
12. Residential DRA with concurrent variance					
a. Class I VAR	\$3,990.00 each				
b. Class II VAR	\$6,835.00 each				
13. Tentative tracts (TT) (Subdivision maps)					
a. First 40 lots	\$4,490.00 Base plus				
	\$457.00/lot				
b. Next 35 lots	\$229.00/lot				
c. Next 75 lots	\$116.00/lot				
d. Next 150 lots	\$72.50 /lot				
e. Next 300 lots	\$61.00 /lot				
f. Over 600 lots	\$46.50 /lot				
g. Revision	25% of T.T. fee				
14. Variance (VA)					
a. Class I:	\$3,204.00 each				
Deviations from the following standards:					
1) Lot sizes, dimensions & frontage (except rural, residential and agricultural districts)					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)		2007-08	01/04/08	100%	Ord. #07-048
2) Setbacks (except tennis courts)					
3) Fence and wall requirements in residential districts					
4) Parking standards for single-family residential districts					
5) Signs					
b. Class II:	\$6,049.00 each				
Deviations from the following standards:					
1) Density standards					
2) Swimming pool locations					
3) Fence and wall requirements in non-residential districts					
4) Tennis courts					
5) Lighting					
6) Parking in non-residential and multi-family districts					
7) Building height					
8) Lot coverage					
c. Revision	25% of the V.A. Fee	2007-08		100%	Ord. #94-015
15. Subdivision exceptions	\$697.00	2007-08	01/04/08	100%	Ord. #07-048

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)		2007-08	01/04/08	100%	Ord. #07-048
16. Processing misc. documents (agreements, covenants and deferments)	\$243.50				
17. Preliminary subdivision	\$1,830.00				
18. Zoning division amendment (A.A.)	\$6,214.00				
a. Revision	25% of the A.A. Fee	2007-08		100%	Ord. #94-015
19. a. VA & CUP	25% of application fee	2007-08		100%	Ord. #98-006
b. TT	25% of application fee	2007-08		100%	Ord. #98-006
20. DELETED		2007-08			Ord. #96-006
21. Formation of new agriculture preserves	\$374.00	2007-08	01/04/08	100%	Ord. #07-048
22. Transmission line review per Section 875 of Zoning Ordinance	\$7,739.00 plus mailing costs				
23. Mailing list preparation-misc.	Actual cost				
24. Requests for administrative review of approved projects	\$243.50				
25. Agricultural land					
a. Contracts	\$184.00	2007-08	01/04/08	100%	Ord. #07-048
b. Cancellations	\$3,290.00	2007-08	01/04/08	100%	Ord. #07-048
c. Revisions	\$374.00	2007-08	01/04/08	100%	Ord. #07-048
26. Environmental Review	\$259.00	2007-08	01/04/08	100%	Ord. #07-048

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)		2007-08	01/04/08	100%	Ord. #07-048
27. Environmental Assessments (Initial Studies)					
a. Class I Assessments for (U) CUP's and General Plan Amendments	\$5,151.00				
b. Class II Assessments for Amendments Applications, (C) CUP's, Tentative Tracts, Amendments to Text, and Non- residential DRA's	\$3,901.00				
c. Class III Assessments for Residential DRAs, Variances, Tentative Parcel Maps, Parcel Map Waivers and other projects not requiring land use clearance but subject to CEQA	\$1,212.00				
d. Revision	25% of fee	2007-08		100%	Ord. #92-013
28. General plan conformity findings	\$860.00	2007-08	01/04/08	100%	Ord. #07-048
29. Applicant request for continuance	\$142.50	2007-08	01/04/08	100%	Ord. #07-048
30. Identical project resubmitted after March 19, 1991, and within one year initial submission or reprocessed as a result of litigation.	Actual costs (full fee when filed. Difference reimbursed after actual costs determined.)	2007-08		100%	Ord. #95-015
31. Poultry Facility Permit	\$1,721.00	2007-08	01/04/08	100%	Ord. #07-048
32. Appeal of Decision to the Board of Supervisors or Planning Commission	\$508.00	2007-08	01/04/08	100%	Ord. #07-048
33. Reclamation Plan Overtime	\$4,298.00	2007-08	01/04/08	100%	Ord. #07-048
a. Analyst	\$85.00 per hour				
b. Clerical	\$52.50 per hour				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
34. Amendment to VA, CUP, DRA, & AA					
a. Modify condition(s) of approval	50% of current fee	2007-08		100%	Ord. #98-006
b. Up to 50% expansion of the current use/activity within the existing application permit area	50% of current fee	2007-08		100%	Ord. #98-006
35. Land Use Permit Violations	35% Surcharge on applicable application fee	2007-08	10/12/06	100%	Ord. #06-018
36. Pre-Application Review Fee to be credited if application filed within six months	\$247.00	2007-08	01/04/08	100%	Ord. #07-048
37. Mitigation Compliance Monitoring	\$71.50 per hour	2007-08	01/04/08	100%	Ord. #07-048
38. No Shoot and/or Dog Leash Law Area Designation	\$1,635.00	2007-08	01/04/08	100%	Ord. #07-048

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
2570. Development Engineering Permits and Processing					
1. Tentative Parcel Map	\$1,562.00 base plus \$33.00/parcel	2006-07	10/12/06	100%	Ord. #06-018
a. Revision	25% of Fee	1993-94		100%	Ord. #94-015
2. Tentative Parcel Map Waiver	\$1,158.00 base plus \$24.50/parcel	2006-07	10/12/06	100%	Ord. #06-018
a. Revision	25% of Fee	1993-94		100%	Ord. #94-015
3. Property Line Adjustment	\$1,050.00	2006-07	10/12/06	100%	Ord. #06-018
a. Revision	25% of Fee	1993-94		100%	Ord. #94-015
4. Pre-application for certificate of compliance	\$1,158.00 base plus \$24.50/parcel	2006-07	10/12/06	100%	Ord. #06-018
a. Revision	25% of Fee	1993-94		100%	Ord. #94-015
5. Pre-application for certificate of compliance for Un-merger	\$717.00 base plus \$21.00/parcel	2006-07	10/12/06	100%	Ord. #06-018
7. Time extension for Tentative Parcel Maps	\$320.00	2006-07	10/12/06	100%	Ord. #06-018
8. Waiver Certificate	\$982.00 base plus \$74.50/parcel	2006-07	10/12/06	100%	Ord. #06-018
a. Revision	25% of Fee	1994-95		100%	Ord. #94-015

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
9. Map checking fees					
a. Record of survey	\$543.00 initial map plus \$230.50/sheet over 2 sheets Plus Sr. Eng. Rate: \$72.12/hr. (min. 2 hrs.) Back Check After Two	2008-09	02/17/09	100%	Ord. #09-003
b. Parcel map	\$4,292.00 base plus \$127.00/parcel	2006-07	10/12/06	100%	Ord. #06-018
c. Final map	\$4,666.00 base plus 1st 50 lots \$233.00/lot Next 25 lots \$118.00/lot Over 75 lots \$57.50 /lot	2006-07	10/12/06	100%	Ord. #06-018
d. Revisions	15% of Checking Fee	1995-96		100%	Ord. #96-006
e. Alternative fee for projects with estimated construction costs greater than \$5,000,000.	100% actual cost deposit equal to fees listed in 2570.9.C.	1998-99			Ord. #98-006
10. Improvement plans - checking and inspection fees (based on estimated construction costs).					
a. Site plans	\$576.00 Base Plus 8% first \$50,000 5% next \$200,000 4% next \$750,000 3% next \$1,000,000 Checking Fee \$576.00 Base plus 25% of total fee over \$576.00	2006-07	10/12/06	100%	Ord. #06-018
b. Other plans (maps, etc.)	\$5,824.00 Base plus 6.5% first \$50,000 13% next \$200,000 8% next \$750,000 6% next \$1,000,000 4% next \$4,000,000 2% amount over \$6,000,000 Checking Fee 35% of total fee	2006-07	10/12/06	100%	Ord. #06-018
c. Alternative fee for projects with estimated construc- tion costs greater than \$5,000,000 Note: Applicant may request that plan checking and inspection services be performed by qualified consultant under contract to County.	100% actual costs* Deposit equal to fees listed in 2570.10.B	1994-95 1995-96		100%	Ord. #95-015 Ord. #96-016

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
11. Agreements for subdivision & site plan reviews (preparation & administration)					
a. All Projects	.8 % est. const. costs	1995-96			Ord. #96-016
b. Alternative fee for projects with estimated construction costs greater than \$5,000,000	100% actual costs* Deposit equal to fees listed in 2570.11.A	1995-96			Ord. #96-016
* Actual cost includes County staff and outside service costs plus the full range of current overhead charges and other costs including the cost of non-fee regulatory activities.					
12. Re-filing of subdivision map with clerk	\$233.00	2006-07	10/12/06	100%	Ord. #06-018
13. Grading voucher	\$83.00	2006-07	10/12/06	100%	Ord. #06-018

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
14. Grading Plan - checking fee					
a. 50 cubic yards or less	No fee				
b. 51 - 100 cubic yards	\$352.00	2006-07	10/12/06	100%	Ord. #06-018
c. 101 - 1,000 cubic yards	\$416.00	2006-07	10/12/06	100%	Ord. #06-018
d. 1,001 - 10,000 cubic yards	\$467.00	2006-07	10/12/06	100%	Ord. #06-018
e. 10,001 - 100,000 cubic yards	\$467.00 for 1st 10,000 cubic yards plus \$118.00 each additional 10,000 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018
f. 100,001-200,000 cubic yards	\$1,529.00 for 1st 100,000 cubic yards plus \$58.00 each additional 10,000 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018
g. 200,001 cubic yards	\$2109.00 for 1st 200,000 cubic yards plus \$29.50 each additional 10,000 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018
15. Grading permit fees					
a. 50 cubic yards or less	\$352.00	2006-07	10/12/06	100%	Ord. #06-018
b. 51 - 100 cubic yards	\$416.00	2006-07	10/12/06	100%	Ord. #06-018
c. 101 - 1,000 cubic yards	\$416.00 1st 100 cubic yards plus \$59.50 each additional 100 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
d. 1,001 - 10,000 cubic yards	\$951.50.00 1st 1,000 cubic yards plus \$46.50 each additional 1,000 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018
e. 10,001-100,000 cubic yards	\$1,370.00 1st 10,000 cubic yards plus \$118.00 each additional 10,000 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018
f. 100,001 and more cubic yards and up	\$2,432.00 1st 100,000 cubic yards plus \$58.00 each additional 10,000 cubic yards or fraction thereof	2006-07	10/12/06	100%	Ord. #06-018
g. Special grading permit (pre-inspection)	\$70.50 per hr (2 hr min.)	2006-07	10/12/06	100%	Ord. #06-018
h. Final grading inspection beyond one inspection	\$70.50 per hr (2 hr min.)	2006-07	10/12/06	100%	Ord. #06-018
16. Site Plan review:		2006-07	10/12/06	100%	Ord. #06-018
a. Commercial, institutional and non-residential uses, mobile home park, and industrial	\$3,516.00 base (less than one acre) plus \$1,758.00 per acre over 1 acre, up to 6 acres, maximum charge \$12,306.00				
b. Multiple dwellings:					
1) Up to 5 units	\$1,942.00				
2) 6 to 10 units	\$3,091.00				
3) 11 or more units	\$3,921.00 plus \$31.50 per unit				
c. Rear yard and excessive front yard encroachment	\$705.00 each				
d. Signs	\$1,052.00 each				
e. Site Plan Revision (Including minor deviation for sand and gravel operation)	35% of application fee	1994-95		100%	Ord. #95-015
f. Site Plan Review Violation	35% of application fee	1994-95		100%	Ord. #95-015
g. Vesting Tentative Maps (residential only)		2006-07	10/12/06	100%	Ord. #06-018
1) Up to 5 lots	\$1,942.00				
2) 6 - 10 lots	\$3,091.00				
3) 11 plus lots	\$3,921.00 plus \$20.50 /lot				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
17. Change of occupancy development classification	Same as site Plan review \$3,516.00 base (less than one acre) plus \$1,758.00 per acre over 1 acre, up to 6 acres, maximum charge \$12,306.00	2006-07	10/12/06	100%	Ord. #06-018
18. SMARA and Permit Inspection (yearly)	\$2,257.00 per site	2007-08	01/04/08	100%	Ord. #07-048
19. SMARA and Permit Reinspection		2007-08	01/04/08	100%	Ord. #07-048
a) Staff Analyst	\$96.50				
b) Clerical	\$48.50				
20. Legal parcel verification	\$49.50 each	2006-07	10/12/06	100%	Ord. #06-018
21. Bench mark book	\$11.50 per book				
22. Section corner	\$62.00 per book				
23. Review of grading and drainage Plans referred to the County by Incorporated Cities	\$175.50 per plan				
24. Maintain a geographical index of certificates of correction.	Fee equal to recorders fee * for filing a map	2008-09	02/17/09		Ord #06-003
25. Subdivision Agreement Extension	\$512.00	2006-07	10/12/06	100%	Ord. #06-018
26. Reinspection (Work Not Ready for First Inspection)	\$256.00	2006-07	10/12/06	100%	Ord. #06-018
* Recorders Fee changes periodically. The current recorders fee is \$4.00 for the first sheet and \$2.00 for each additional sheet.					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
(CONTINUED)					
27. Extension of Property Line Adjustment (P.L.A.)	\$320.00	2006-07	10/12/06	100%	Ord. #06-018
28. Overtime (2hr. minimum)		1994-95		100%	Ord. #95-015
a. Analyst	\$53.50	2006-07	10/12/06	100%	Ord. #06-018
b. Planning & Map checking	\$53.50	2006-07	10/12/06	100%	Ord. #06-018
c. Clerical	\$32.50	2006-07	10/12/06	100%	Ord. #06-018
2580. County Service Areas					
1. Reimbursement to Fresno County for formation costs of C.S.A. No. 35 (road maintenance)	Delete	1991-92		100%	Ord. #92-013
2. Formation or boundary change costs of zones of benefit in CSA 35	Maps, boundary description, budget, and by-laws are to be prepared by applicants engineer/surveyor				
a. Zone of benefit	\$4,311.00	2007-08	12/04/07	100%	Ord. #07-048
b. Boundary Change* to zone of benefit (new subdivision)	\$4,242.00	2007-08	12/04/07		Ord. #07-048
c. Other than new subdivisions (existing private road maintenance zones of benefit)	A reimbursement agreement will be entered into for actual costs. A deposit will be required based upon estimated cost.	2011-12	08/09/11	100%	Ord. #11-007
d. Boundary Change* (other than new subdivision)	A reimbursement agreement will be entered into for actual costs. A deposit will be required based upon estimated cost.	2011-12	08/09/11	100%	Ord. #11-007
3. Formation or Boundary Change* of CSAs other than CSA 35	A reimbursement agreement will be entered into for actual costs. A deposit will be required based upon estimated cost.	2011-12	08/09/11	100%	Ord. #11-007
4. State Processing Fees	Latest schedule of fees established by the State of California Board of Equalization in Government Code Section 54900	2007-08		100%	Ord. #92-013
5. Request for use of public financing of private development projects	Delete	1993-94		100%	Ord. #94-015
6. Improvement District Formation or Boundary Change*	A reimbursement agreement will be entered into for actual costs. A deposit will be required based upon estimated cost.	2011-12	08/09/11	100%	Ord. #11-007
7. Community Facilities District (Melo-Roos) Formation or Boundary Change	A reimbursement agreement will be entered into for actual costs. A deposit will be required	2011-12	08/09/11	100%	Ord. #11-007

Rounded to nearest \$0.50 for amounts less than \$500.00 and rounded to nearest \$1.00 for amounts \$500.00 and greater.
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MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
*Includes annexations, detachments, consolidations and dissolutions	based upon estimated cost.				

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
2585. Health Department Land Use Review		2008-09	07/01/08	100%	Ord.# 08-009
1. Conditional Use Permit	\$654.00 each				
2. Director Review and Approval	\$432.00 each				
3. Tentative Tracts	\$1,092.00 each				
4. Variances	\$365.00 each				
5. Zoning Division Amendment	\$383.00 each				
6. Environmental Assessment	\$338.00 each				
7. Tentative Parcel Map	\$305.00 each				
8. Tentative Parcel Map Waiver	\$305.00 each				
9. Pre-Application for Certificate of Compliance	\$305.00 each				
10. Site Plan Review (Base)					
a. Commercial, Institutional and Non-Residential	\$518.00 each (base) plus \$260/acre over 1 acre up to 6 acres (max. \$1,816)				
b. Multiple Dwellings					
1) Flat Rate	\$518.00 each				
		2007-08	07/01/07	100%	Ord.# 05-006
11. General Plan Amendment	\$459.00 each				
12. LAFCO Application	\$176.00 each				
2586. Department of Agriculture Land Use Review		2012-13	01/10/12	100%	Ord.# 12-016
1. Conditional Use Permit	\$51.00 each				
2. Initial Study	\$42.00 each				
3. Director Review and Approval	\$25.00 each				
4. Tentative Tracts	\$25.00 each				
5. Variances	\$34.00 each				
6. Environmental Review	\$25.00 each				
7. Tentative Parcel Map	\$34.00 each				
8. Tentative Parcel Map Waiver	\$34.00 each				
9. Pre-Application for Certificate of Compliance	\$25.00 each				
2587. County Review of Other Agency's Application		2007-08		0%	Ord.# 07-048
Fee shall be paid by the City referring the application or the applicant/developer of the project.					

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 – DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
1. Environmental Assessments	Delete			0%	
2. Draft EIR	Delete			0%	
3. Notice of Preparation	Delete			0%	
4. Other (supplemental EIRs, Addendums, etc.)	Delete			0%	
5. Right-of-way Acquisition	Delete			0%	
6. Tentative Tracts	Delete			0%	
7. LAFCO Review	Delete			0%	

MASTER SCHEDULE OF FEES, CHARGES, AND RECOVERED COSTS

SECTION 2500 -- DEVELOPMENT SERVICES

FEE DESCRIPTION	FEE AMOUNT	YEAR ADOPTED	EFFECTIVE DATE	% OF COST	REFERENCE
2590. Groundwater Transfer Permits and Processing		2005-06	08/12/05	100%	Ord. #05-013
1. Groundwater Transfer Director Review and Approval	\$1,974.00 each				
2. Processing Miscellaneous Documents	\$181.00 each				
3. Environmental Review	\$192.00 each				
4. Class II Environmental Assessments					
a. Groundwater Transfer DRA	\$2,895.00 each				
b. Environmental Impact Report (EIR) (Staff and/or Consultant)	Actual Cost				
5. Appeal of Director's Decision	\$377.00 each				
2595. Publications					
1. Dwelling House Guide	\$18.50	2005-06	08/12/05	100%	Ord. #05-013

EXHIBIT E

SELF-DEALING TRANSACTION DISCLOSURE FORM

In order to conduct business with the County of Fresno (hereinafter referred to as "County"), members of a contractor's board of directors (hereinafter referred to as "County Contractor"), must disclose any self-dealing transactions that they are a party to while providing goods, performing services, or both for the County. A self-dealing transaction is defined below:

"A self-dealing transaction means a transaction to which the corporation is a party and in which one or more of its directors has a material financial interest"

The definition above will be utilized for purposes of completing this disclosure form.

INSTRUCTIONS

- (1) Enter board member's name, job title (if applicable), and date this disclosure is being made.
- (2) Enter the board member's company/agency name and address.
- (3) Describe in detail the nature of the self-dealing transaction that is being disclosed to the County. At a minimum, include a description of the following:
 - a. The name of the agency/company with which the corporation has the transaction; and
 - b. The nature of the material financial interest in the Corporation's transaction that the board member has.
- (4) Describe in detail why the self-dealing transaction is appropriate based on applicable provisions of the Corporations Code.
- (5) Form must be signed by the board member that is involved in the self-dealing transaction described in Sections (3) and (4).

(1) Company Board Member Information:

Name:		Date:	
Job Title:			

(2) Company/Agency Name and Address:

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(3) Disclosure (Please describe the nature of the self-dealing transaction you are a party to):

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(4) Explain why this self-dealing transaction is consistent with the requirements of Corporations Code 5233 (a):

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(5) Authorized Signature

Signature:		Date:	
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