

**FIRST AMENDMENT
TO
PROFESSIONAL SERVICES AGREEMENT
[On-Call Building Inspection Services]**

THIS FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (the “First Amendment”) is made and entered into as of _____, 2021, by and between the CITY OF ORANGE, a municipal corporation (“City”), and CSG CONSULTANTS, INC., a California corporation (“Contractor”), with reference to the following:

A. City and Contractor entered into a Professional Services Agreement (Agreement No. 3375.M) dated May 5, 2021, which is incorporated herein by this reference (the “Original Agreement”); and

B. City and Contractor desire to amend the Original Agreement to modify, amend and supplement certain portions of the Original Agreement by revising the scope of services and increasing the compensation.

NOW, THEREFORE, the parties hereby agree as follows:

Section 1. **Defined Terms.** Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the Original Agreement.

Section 2. **Cross-References.** City and Contractor agree that all references in this First Amendment are deemed and construed to refer to the Original Agreement, as implemented by this First Amendment.

Section 3 **Revised Scope of Services.** The Scope of Services, Section 1, Exhibit A of the Original Agreement, is hereby amended, modified and supplemented to include the services described on Exhibit A attached hereto and incorporated herein by this reference.

Section 4 **Compensation.** The total not-to-exceed compensation for the services to be rendered as set forth in Section 2.a of the Original Agreement is increased by THIRTY THOUSAND DOLLARS and 00/100 (\$30,000.00) and Section 2.a is hereby amended in its entirety to read as follows:

“Contractor's total compensation for all services performed under this Agreement, shall not exceed SIXTY THOUSAND DOLLARS and 00/100 (\$60,000.00) without the prior written authorization of City.”

Section 5. **Integration.** This First Amendment amends, as set forth herein, the Original Agreement and, except as specifically amended hereby, the Original Agreement shall remain in full force and effect. To the extent that there is any conflict or inconsistency between the terms and provisions of this First Amendment and the terms and provisions of the Original

Agreement, the terms and provisions of this First Amendment shall control and govern the rights and obligations of the parties.

“CONTRACTOR”

CSG CONSULTANTS, INC.,
a California corporation

*By: _____
Printed Name: _____
Title: _____

*By: _____
Printed Name: _____
Title: _____

“CITY”

CITY OF ORANGE, a municipal corporation

By: _____
Mark A. Murphy, Mayor

ATTEST:

Pamela Coleman, City Clerk

APPROVED AS TO FORM:

Mary E. Binning
Senior Assistant City Attorney

- *NOTE:**
- City requires the following signature(s) on behalf of the Contractor:
(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR
 - The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to City.

EXHIBIT “A”

SUPPLEMENTAL SCOPE OF SERVICES

[Behind this page.]

Cover Letter

SECTION

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July 16, 2021

Chris Cash
Public Works Director
City of Orange
300 E. Chapman Avenue
Orange, CA 92866

RE: RFP for On-Call Building Inspection Services

CSG Consultants, Inc. (CSG) is pleased to present its proposal for building inspection services to the City of Orange (City). Our firm is also able to provide the building administration services upon request from the City. To this work, our firm will bring:

- specialized building inspection expertise;
- an experienced team committed to delivering thorough, accurate, and timely services;
- an experienced, responsive, customer care-focused project team
- a successful working relationship with the City in providing building department services

CSG's building and safety staff are registered and/or ICC certified, with additional qualifications including LEED, DSA, and CASp experience and certification. Each inspector has significant experience, and many are cross trained in multiple service levels, providing the City with efficient services and the ability to respond to its fluctuating needs.

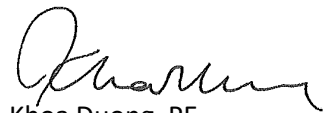
Since 1991, CSG has been providing a host of professional services solely to the public sector. CSG currently furnishes building and safety, fire prevention, public works, planning, code enforcement and other municipal services to more than 175 clients throughout California. We have a solutions-oriented approach to our work, leveraging our team's depth and breadth of experience and technical expertise to address code compliance challenges for our clients.

Our regional office is in Orange and, with a reasonable lead time, we can be available for meetings at the City's Offices when requested. I will serve as the primary contact for this contract, and my contact information is as follows:

Khoa Duong, PE | Vice President, Building Department
3707 W. Garden Grove Boulevard, Suite 100, Orange, CA 92868
714.568.1010 *phone* | 714.568.1028 *fax* | khoa@csgengr.com
www.csgengr.com

Please feel free to contact me with any questions or comments you may have regarding our proposal. We look forward to providing building services to the City of Orange.

Sincerely,



Khoa Duong, PE
Vice President, Building Department
CSG Consultants, Inc.



Employee-Owned

Scope of Services

SECTION

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PROVEN APPROACH TO WORK

CSG's proposed team has been selected to best support the specific needs of the City and will deliver exceptional service through its application of technical expertise, knowledge of municipal processes and procedures, efficient and effective customer care, and application of code compliance combined with innovative and helpful alternatives. Our extensive experience in furnishing comprehensive building and fire life safety services to jurisdictions provides a consistent, strong technical foundation to all projects. From providing leading-edge digital plan review and online plan check status reporting to delivering faster-than-scheduled turnaround times and code interpretations, CSG will deliver the highest quality services to the City. CSG's approach to work includes the following methodologies and key benefits:

- **A wealth of fully committed and qualified personnel.** We maintain staff that is fully licensed and certified at the highest level of industry standards. To keep our personnel on the industry's leading edge, many serve as instructors and lecturers and sit on boards and committees for organizations developing and implementing important code regulations. We also keep current with the latest in procedures and use of products by attending regional, state and national training opportunities and industry provided product/materials training.
- **Customized, responsive services.** We are skilled at assessing time commitments, developing accurate work plans and applying dedicated, professional personnel with the skills and experience best-suited for the project. We can quickly fine-tune staffing levels to match or adjust to changes in plan review, inspection, and front counter activity and ensure responsiveness to customers. With our digital plan review capabilities, we are able to utilize plan review resources from any of our regional offices. In addition, we excel at coordinating with all agency departments as well as outside agencies.
- **Rapid turnarounds and expedited services.** With extensive experience in both code application and the digital plan review process, our staff excels at performing expeditious turnarounds while delivering thorough and accurate reviews. We easily match and more often beat any required review turnaround deadlines.
- **Leading-edge, cost-saving technology and methods.** CSG delivers a suite of digital options—speedy digital plan reviews and electronic versions of plan comments; an easy-to-use online application for plan submittal, tracking and approval of digital plans; and available full scanning and archiving services. In addition, through knowledge gained from service to over 200 public agencies, we are constantly improving and adapting to provide our clients with the most cost-effective services.
- **Environmentally friendly practices.** Our corporate policy on sustainability supports a healthy environment, reduces our carbon footprint and promotes environmental stewardship through environmentally preferable purchasing and other actions including use of a digital plan review system that bypasses paper consumption, and use of duplexing and recycled, post-consumer content paper when printing is necessary.

Fee Schedule

SECTION

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Fees for inspection services will be charged the hourly rate.

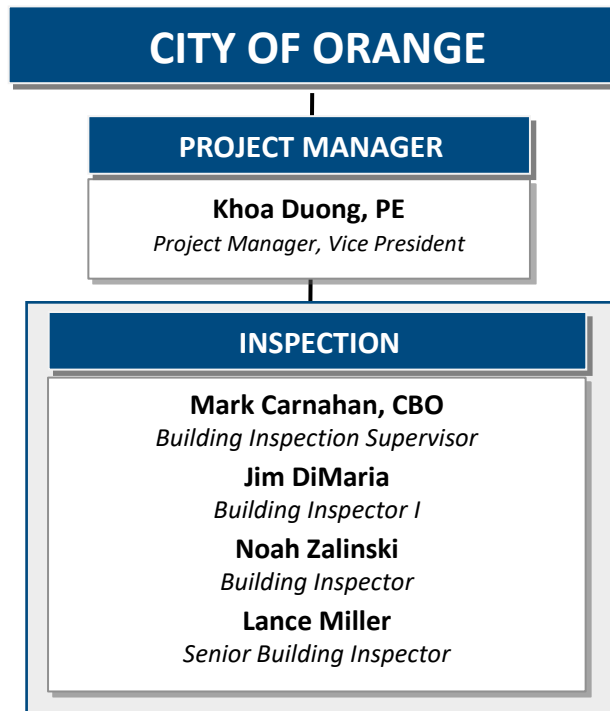
REVIEW TYPE / ROLE	ALL INCLUSIVE FEE / HOURLY RATE
Certified Building Inspector	\$95
Certified Commercial Building Inspector	\$105
Overtime Hourly Rates	1.5 x Hourly Rate

All hourly rates include overhead costs including, but not limited to, salaries, benefits, Workers Compensation Insurance, travel and office expenses. Should the scope of work change, or circumstances develop which necessitate special handling, CSG will notify the City prior to proceeding. CSG will mail an invoice at the beginning of every month for services rendered during the previous month. On each anniversary of the contract start date, CSG will initiate a rate increase based on change in CPI for the applicable region.

Staffing

Khoa Duong, PE, will serve as Project Manager and ensure adequate resources are applied as well as oversight and quality control at all levels.

CSG proposes the following staff and organizational structure for this project. All building services will be directed out of our Orange office with additional resources available, if necessary, from our corporate or any of our regional offices. ***No subconsultants will be utilized for this contract.*** Resumes are provided on the following pages for the City's review.





Khoa Duong PE

Vice President, Building Services

LICENSES & CERTIFICATIONS

Professional Engineer,
State of California
| 43901

Professional Engineer,
State of Nevada
| 013620

Certified Plans Examiner
| ICC 0840436-B3

Professional Engineer,
State of Washington
| 27237

EDUCATION

Bachelor of Science, Civil Engineering
California Polytechnic State University
| Pomona, CA

Mr. Duong serves as CSG's Building Services Manager in Southern California and performs the key role of plan review quality control. With more than 36 years of experience in building plan review, including onsite plan check engineer services, Mr. Duong ensures that CSG's clients receive the highest quality plan review services. Prior to joining CSG, Mr. Duong worked in both the public and private sectors.

Mr. Duong's expertise includes review of complex commercial, industrial and residential structures for compliance with applicable building codes and ordinances, engineering standards and specifications, supplemental energy requirements, and ADA regulations.

RELEVANT EXPERIENCE

Building Services Manager and Plan Check Engineer | Various California Jurisdictions

Mr. Duong manages CSG's Southern California plan review team and provides on and off-site Plan Review Engineer services for numerous jurisdictions throughout California. Mr. Duong performed structural plan check and non-structural MEP, energy, as well as ADA reviews for commercial, industrial, and residential structures.

Supervising Plan Review Engineer | Willdan

Mr. Duong was responsible for the day-to-day operations of the plan review section in the San Bernardino office and served as plan review engineer for numerous cities and counties throughout California and Nevada.

Vice President in charge of Plan Review | Berryman & Henigar

Mr. Duong managed the plan review team for over 10 years.

Plan Review Engineer | City of San Diego, CA

NOTABLE PROJECT EXPERIENCE

Pacific City | City of Huntington Beach, CA

Inglewood Market Gateway | City of Inglewood, CA

Bolsa Row | City of Westminster, CA

Sofi Stadium & Performance Venue | City of Inglewood, CA

Town & Country Manor | City of Santa Ana, CA

Ganahl Lumber | City of San Juan Capistrano, CA

Hollywood Park Casino & Parking Structure | City of Inglewood, CA

Waterfront Hilton Hotel – Expansion | City of Huntington Beach, CA

Paséa Hotel & Spa | City of Huntington Beach, CA



Mark Carnahan CBO

Building Official Senior Building Inspector

LICENSES & CERTIFICATIONS

Certified Building Official
Combination Inspector
CA Commercial Building Inspector
CA Commercial Electrical Inspector
CA Commercial Plumbing Inspector
CA Commercial Mechanical Inspector
CA Residential Building Inspector
CA Residential Electrical Inspector
CA Residential Plumbing Inspector
CA Residential Mechanical Inspector
CA Combination Inspector
CA Plans Examiner
| ICC 1110134-J4
B-General Building Contractor (inactive)
| 746154

EDUCATION

Light Construction and Development
Management Certificate Program
University of California, Irvine
Liberal Studies
California State University
| Fullerton, CA

Mr. Carnahan serves as a building official and senior building inspector for CSG Consultants. He has over 37 years of experience in the building industry, 20 of which were in the public sector with progressive responsibility at the City of Huntington Beach. He has a sound knowledge of construction methods and materials, principals of structural design, engineering and building inspection.

RELEVANT EXPERIENCE

Inspection Manager & Building Manager/Building Official | City of Huntington Beach, CA

The City of Huntington Beach created the Building Manager position for Mr. Carnahan which he performed for eight years. While managing the Building Department, he directed staff, ensured that professional work standards are met, and emphasized the importance of quality customer service. Mr. Carnahan attained pertinent knowledge and understanding of federal, state and local laws, codes and regulations including the ADA, OSHA, CALOSHA, California Codes, and the City of Huntington Beach Municipal Codes, including enforcement of zoning requirements and ordinances. He was also: a combination inspector assigned to single and multifamily housing, the Hyatt Regency Resort, and numerous commercial and industrial projects; the supervising inspector for the Strand development; and managed the plan check and inspection process from entitlement to issuance of certificate of occupancy on numerous complicated projects (Costco at Bella Terra, The Village at Bella Terra Apartments, Beach Promenade, and Edinger Plaza). He worked with the Director of Community Development and Senior Administrative Analyst to develop, modify and administer the Building Division budget and monitor expenditures. While managing the building department, Mr. Carnahan completed two cycles of the code adoption process from: writing legislative drafts, requests for legal services (RLS), request for council action (RCA's), council readings and finished the adoption process by sending the approved municipal codes to the California Building Standards Commission for filing.

Inspection Supervisor | City of Huntington Beach, CA

As an inspection supervisor, Mr. Carnahan: coordinated inspection activities with other city departments, contractors and developers; established and maintained a cooperative working relationship with those contacted in the course of work; communicated effectively both verbally and in writing; participated in professional and public meetings as required; and worked with others to analyze problems, identify alternative solutions, and accurately project consequences of proposed actions for daily issues, large or small, including monitoring work flow. When working with the City Council, he prepared and reviewed correspondence, studies, reports, and requests for council action.

Inspector I, II, & III | City of Huntington Beach, CA

Mr. Carnahan's duties included: conducting combination inspections and performing difficult structural inspections; reading and understanding drawings, diagrams and specifications for construction projects; communicating clearly and concisely, both orally and in writing and deal effectively with architects, engineers, contractors and the general public; establishing and maintaining cooperative working relationships with those contacted in the course of work; and delivering quality customer service both internally and externally.

Building Construction

Mr. Carnahan worked on numerous construction related jobs beginning in high school during the summer as a laborer. Jobs included building Camp Snoopy at Knott's Berry Farm and North Island San Diego remodeling a naval building. He also helped manage subcontractors for various projects.

James DiMaria



Building Inspector I

LICENSES & CERTIFICATIONS

CA Residential Building Inspector
CA Residential Electrical Inspector
CA Residential Plumbing Inspector
| ICC 8880036
California State Licensed Residential
Building Contractor – B
| 692724

Mr. DiMaria provides building inspection services to California municipalities on behalf of CSG. He brings over 30 years of experience in construction, engineering and management. As a building inspector, Mr. Bomis has been providing inspection services for the City of Glendora and the City of Fullerton. His skills included: Detail oriented self-starter; Ability to manage many different projects simultaneously; Hand-on knowledge of the building/construction industry, working with the general public and skilled professionals daily for more than 30 years; Proficient in every construction trade; Extensive experience in customer service, problem solving, planning and organizing; Ability to speak Spanish; Proficient computer program skills; Positive and friendly; Resolves conflicts; and excellent work ethic.

RELEVANT EXPERIENCE

Building Inspector | City of Fullerton & Glendora, CA

Mr. DiMaria's responsibilities include:

Performs combination inspections; inspects structural, plumbing, mechanical and electrical installations and swimming pools to ensure compliance with adopted codes in all residential and commercial projects; adopted codes shall include, in part, the Building, Plumbing, Mechanical and Electrical Codes, State Energy and Accessibility Codes, City Ordinances and State and local laws and codes where appropriate; reviews and approves residential and commercial plans and layouts prior to issuance of permits; investigates new and existing construction for evidence of illegal practices such as construction, demolition, and alterations; checks existing construction for suitability of occupancy classification and for evidence of deterioration and hazardous conditions; meets with business and property owners with respect to certificate of occupancy, inspections, and certificates; assists and advises contractors, craftsmen and homeowners regarding pertinent regulations; assembles and writes reports including inspection reports, correction notices, reinspection fees, stop work orders, and construction site stormwater runoff reports; maintains records of work performed; makes code interpretations; answers verbal and written concerns in regard to all types of building installations as assigned; effectively communicates with difficult people in a constructive manner; analyzes practices and recommends improvements; delivers and promotes quality customer service; and performs related duties and responsibilities as assigned.

Licensed General-B-Contractor | JD Construction Co., Whittier, California

As a Licensed General-B Contractor for the State of California, Mr. DiMaria started and ran a successful construction company. He worked as a journeyman in all phases of the construction industry, implementing knowledge of building codes and practices. He gained extensive hands-on knowledge and experience working daily, on-site, for over 26 years.

R&D Engineer | Development Sciences, Inc., Ontario, CA

Mr. DiMaria entered the developmental testing, working hands-on to perform detailed assembly and testing of the power-plant systems of military drone aircraft. He expanded his knowledge to become the department head of power-plant development and design, launching and recovery systems Mr. DiMaria learned Mechanical Engineering hands-on while overseeing the day-to-day operations of his department. He traveled around the world to train and support allied military customers in the field. Mr. DiMaria held a top-secret security clearance from the United States Government during his time there.



Noah Zalinski

Building Inspector

LICENSES & CERTIFICATIONS

CA Residential Building Inspector
| ICC 00252396

Residential Electrical Inspector
| ICC 8487978

Cal OES, Safety Assessment Program
| ID 84463

EDUCATION

CSG Academy Training
| General Education

Mr. Zalinski has served as a Building Inspector for CSG Consultants over that last two years. He has proven his abilities in excellent customer service skills, as well as organization and prioritization skills. Mr. Zalinski performs field inspections of residential structures during various stages of construction and remodeling to ensure compliance with applicable codes and regulations. Mr. Zalinski has inspected and performed plan check for residential photovoltaic and has a good understanding of Article 690. He is skilled at providing code interpretation to clients, building professionals and the public; as well as resolving code compliance challenges.

RELEVANT EXPERIENCE

Building Inspector | Cities of Los Banos, Merced, Atwater, Newman, Gustine, and Patterson-Central Valley, CA

Mr. Zalinski has performed building inspection for various residential and a few commercial projects throughout the cities of Los Banos, Merced, Atwater, Newman, Gustine, and Patterson.

Building Inspector | Cities of Belmont, Hillsborough, and San Bruno- Bay Area

Mr. Zalinski has performed building Inspection for various residential projects and a few commercial T.I projects throughout the cities of Belmont, Hillsborough, and San Bruno.

CSG Academy Training | CSG Consultants- Central Valley, CA

As a trainee Mr. Zalinski has learned the sequence and procedure of building inspections, gotten familiar with the codes concentrating on Chapter 3. Shadowed and mentored to develop techniques in the field, gotten familiar with the layout of plans and documents including "approved" job site plans, has a good understanding of how a building department functions and understands different city/ county ordinances and how they work with the codes.

Construction Laborer | Bremco of Northern California, Inc., Livermore, CA

Responsible for keeping construction sites clean, performing pick up work prior and after inspection, and warehouse maintenance to ensure that construction materials are readily available at all times.

Farm Assistant | Zalinski Ranches, Newman, CA

Installed irrigations systems, planted 250 acres of almonds, harvested approximately 4000 acres of almonds, hired employees, delivered "Fruit 2 You", and equipment operator.

Lance A. Miller CBO



Senior Building Inspector

LICENSES & CERTIFICATIONS

Certified Building Official
Accessibility Inspector / Plans Examiner
Plumbing Inspector
Combination Inspector
Mechanical Inspector
Building Inspector
Electrical Inspector
| ICC 5067873
Plumbing Inspector UPC
Combination Inspector - Legacy
Mechanical Inspector UMC

EDUCATION

Associate of Science, Building Inspection/
Energy Management

Mr. Miller is a senior building inspector with over 17 years of field inspection experience for residential, commercial, and industrial projects. In his work, he combines inspection and code expertise with superior customer service. Prior to joining CSG, Mr. Miller served as a contract building official and building inspector for multiple public agencies in California.

RELEVANT EXPERIENCE

CSG Building Inspector | City of La Habra, CA

As a CSG Building Inspector, Mr. Miller has provided inspections of both commercial and residential projects during various stages of construction and remodeling to ensure compliance with applicable codes and regulations.

Contract Building Inspector | Multiple Public Agencies

As a contract building inspector, Mr. Miller performed the gamut of inspection functions and gained experience working with varied agency processes. He prioritized daily inspection routes, scheduled assignments, and reviewed submitted plans and other documents for inspections to be performed. He conducted building and construction job-site inspections of structures and facilities to determine compliance with governing codes and performed periodic and systematic inspections during various phases of construction from grading and foundation through final construction approval. His inspection work included examining job site grading, NPDES practices, and quality and grade of lumber, cement, wiring and plumbing.

Mr. Miller reviewed approved construction plans, interpreted detailed codes and regulations and explained required inspection and construction requirements when necessary. In the office, he utilized permit tracking systems to record inspection findings and maintained inspection and permit records to develop notices, forms and reports.

Clients served include:

- City of Stanton
- City of Fountain Valley
- City of Mission Viejo
- City of Cypress
- City of Seal Beach
- City of Los Alamitos
- City of Norwalk
- Camp Pendleton USMC Base