

**AGREEMENT BETWEEN THE CITY OF MANHATTAN
BEACH AND MELAD & ASSOCIATES, INC. FOR PLAN
CHECK AND INSPECTION SERVICES**

THIS AGREEMENT is made and entered into on this ____ day of _____, 2012, by and between the City of Manhattan Beach, a municipal corporation ("City") and Melad & Associates, Inc., a California corporation ("Consultant") (collectively, the "Parties").

RECITALS

A. City desires to obtain services of Consultant for plan check and inspection services, in accordance with RFP #877-13.

B. Consultant represents that it is qualified and able to perform the Scope of Work.

NOW, THEREFORE, in consideration of the Parties' performance of the promises, covenants, and conditions stated herein, the Parties hereto agree as follows:

Section 1. Consultant's Scope of Work. Consultant shall perform engineering and fire protection plan check services, as well as inspection services, as further described in the City's Request for Proposal #877-13, and the Consultant's Proposal, attached hereto as Exhibit A and incorporated herein by reference. Consultant shall perform such services in a manner satisfactory to City and consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions.

Section 2. Term of Agreement.

(a) This Agreement shall apply to services rendered on or after November 7, 2012, and shall terminate on November 7, 2017 unless sooner terminated by the City.

(b) If, by mutual agreement, the Agreement is extended beyond the initial term, Consultant's fees may be adjusted annually on the anniversary date of the contract by an amount not to exceed the Consumer Price Index (CPI) for the prior 12-month period for the Los Angeles County area with a cap of three percent (3%). Fees shall then remain firm for the following 12-month period. Contractor shall notify the City Manager in writing 30 days prior to the anniversary date of any increase in fees. All fee increases must be justified with evidence of the increased costs borne by the Contractor. Any requests for increases must be received 30 days prior to the anniversary date, otherwise no increase will be allowed for that year.

Section 3. Time of Performance. Consultant shall commence its services under this Agreement upon receipt of a written notice to proceed from City. Consultant shall complete the services in conformance with the timeline set forth in Exhibit A, or as otherwise directed by the City's representative.

Section 4. Compensation.

(a) City agrees to pay Consultant on a time and materials basis in accordance with the fees set forth in Exhibit A. In no event shall Consultant be paid more than \$268,000 annually during the five-year term of this Agreement, unless justified by workload.

(b) Unless expressly provided for in Exhibit A, Consultant shall not be entitled to reimbursement for any expenses. Any expenses incurred by Consultant that are not expressly authorized by this Agreement will not be reimbursed by City.

Section 5. Method of Payment. City shall pay Consultant said consideration in accordance with the method and schedule of payment set forth in Exhibit A, attached hereto and incorporated herein. Unless otherwise specified in Exhibit A, Consultant shall submit to City a detailed invoice on a monthly basis for the services performed pursuant to this Agreement. Each invoice shall describe in detail the services rendered during the period, the days worked, number of hours worked, the hourly rates charged, and the services performed for each day in the period, as applicable. Within 45 days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice.

Section 6. Independent Contractor. The Parties agree, understand, and acknowledge that Consultant is not an employee of the City, but is solely an independent contractor. Consultant expressly acknowledges and agrees that City has no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance or other employee benefits and that any person employed by Consultant shall not be in any way an employee of the City. As such, Consultant shall have the sole legal responsibility to remit all federal and state income and social security taxes and to provide for his/her own workers' compensation and unemployment insurance and that of his/her employees or subcontractors. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall indemnify and hold harmless City and its elected officials, officers and employees, servants, designated volunteers, and agents serving as independent contractors in the role of City officials, from any and all liability, damages, claims, costs and expenses of any nature to the extent arising from Consultant's personnel practices. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this Section 6.

Section 7. Assignment. This Agreement shall not be assigned, in whole or in part, by Consultant without the prior written approval of City Manager. Any attempt by Consultant to so assign this Agreement or any rights, duties, or obligations arising hereunder shall be void and of no effect.

Section 8. Responsible Principal(s).

(a) Consultant's responsible principal, Jose Melad, shall be principally responsible for Consultant's obligations under this Agreement and shall serve as principal liaison between City and Consultant. Designation of another Responsible Principal by Consultant shall not be made without prior written consent of City.

(b) City's Responsible Principal shall be the City Manager, who shall administer the terms of the Agreement on behalf of City.

Section 9. Personnel. Consultant represents that it has, or shall secure at its own expense, all personnel required to perform Consultant's Scope of Work under this Agreement. All personnel engaged in the work shall be qualified to perform such Scope of Work.

Section 10. Permits and Licenses. Consultant shall obtain and maintain during the term of this Agreement all necessary licenses, permits, and certificates required by law for the provision of services under this Agreement, including a business license.

Section 11. Interests of Consultant. Consultant affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the Scope of Work contemplated by this Agreement. No person having any such interest shall be employed by or be associated with Consultant.

Section 12. Insurance.

(a) Consultant shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

(1) A policy or policies of Comprehensive General Liability Insurance, with minimum limits of \$1,000,000 for each occurrence, combined single limit, against any personal injury, death, loss, or damage resulting from the wrongful or negligent acts by Consultant.

(2) A policy or policies of Comprehensive Vehicle Liability Insurance covering personal injury and property damage, with minimum limits of \$1,000,000 per occurrence combined single limit, covering any vehicle utilized by Consultant in performing the Scope of Work required by this Agreement.

(3) Workers' compensation insurance as required by the State of California.

(4) A policy or policies of Professional Liability Insurance (errors and omissions) with minimum limits of \$2,000,000 per claim and in the aggregate. Any deductibles or self-insured retentions attached to such policy or policies must be declared to and be approved by City Manager. Further, Consultant agrees to maintain

in full force and effect such insurance for one year after performance of work under this Agreement is completed.

(b) Consultant shall require each of its sub-contractors (if any) to maintain insurance coverage that meets all of the requirements of this Agreement.

(c) The City Manager may, in writing, amend and/or waive the insurance provisions set forth in paragraph (a) herein. In such case, the Consultant shall comply with the insurance provisions required by the City Manager.

(d) The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A-;VII in the latest edition of Best's Insurance Guide

(e) Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may take out the necessary insurance and pay, at Consultant's expense, the premium thereon.

(f) At all times during the term of this Agreement, Consultant shall maintain on file with the City Clerk a certificate or certificates of insurance on the form approved by the City Manager, showing that the aforesaid policies are in effect in the required amounts. Consultant shall, prior to commencement of work under this Agreement, file with the City Clerk such certificate or certificates. The general liability insurance and vehicle insurance shall contain an endorsement naming the City as an additional insured. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on 30 days' prior written notice to City, and specifically stating that the coverage contained in the policies affords insurance pursuant to the terms and conditions as set forth in this Agreement.

(g) The insurance provided by Consultant shall be primary to any coverage available to City. The policies of insurance required by this Agreement shall include provisions for waiver of subrogation.

(h) Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.

Section 13. Indemnification.

(a) Indemnity for Design Professional Services. Consultant is considered a "design professional" as that term is defined in Civil Code Section 2782.8. In connection with its design professional services, Consultant shall hold harmless and indemnify City, and its elected officials, officers, employees, servants, designated volunteers, and those City agents serving as independent consultants in the role of City officials (collectively, "Indemnitees"), with respect to any and all claims, demands, damages, liabilities, losses, costs or expenses, including reimbursement of attorneys'

fees and costs of defense (collectively, "Claims" hereinafter), including but not limited to Claims relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to in whole or in part to the negligence, recklessness, or willful misconduct of Consultant or any of its officers, employees, subcontractors, or agents in the performance of its design professional services under this Agreement.

(b) Other Indemnities. In connection with any and all claims, demands, damages, liabilities, losses, costs or expenses, including attorneys' fees and costs of defense (collectively, "Damages" hereinafter) not covered by Section (a) herein, Consultant shall defend, hold harmless and indemnify the Indemnitees with respect to any and all Damages, including but not limited to, Damages relating to death or injury to any person and injury to any property, which arise out of, pertain to, or relate to the acts or omissions of Consultant or any of its officers, employees, subcontractors, or agents in connection with the performance of this Agreement, including without limitation the payment of all consequential damages, attorneys' fees, and other related costs and expenses, except for such claim, liability or financial loss or damage arising from the sole negligence or willful misconduct of the City, as determined by final arbitration or court decision or by the agreement of the Parties. With respect to such claims, Consultant shall defend City, with counsel of City's choice, at Consultant's own cost, expense, and risk and shall pay and satisfy any judgment, award, or decree that may be rendered against City.

(c) Consultant shall reimburse City for any and all legal expenses and costs actually incurred by it in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant or City. All duties of Consultant under this Section shall survive termination of this Agreement.

Section 14. Termination.

(a) City shall have the right to terminate this Agreement for any reason or for no reason upon 30 days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of such notice.

(b) In the event of termination or cancellation of this Agreement by City, due to no fault or failure of performance by Consultant, Consultant shall be paid based on the percentage of work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. Consultant shall have no other claim against City by reason of such termination, including any claim for compensation.

Section 15. City's Responsibility. City shall provide Consultant with all pertinent data, documents, and other requested information as is available for the proper performance of Consultant's Scope of Work.

Section 16. Information and Documents. Consultant covenants that all data, documents, discussion, or other information (collectively "Data") developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. All Data required to be furnished to City in connection with this Agreement shall become the property of City, and City may use all or any portion of the Data submitted by Consultant as City deems appropriate. All data shall be returned to City upon the termination of this Agreement. Consultant's covenants under this Section shall survive the termination of this Agreement.

Section 17. Changes in the Scope of Work. City shall have the right to order, in writing, changes in the Scope of Work or the services to be performed. Any changes in the Scope of Work requested by Consultant must be made in writing and approved by both Parties.

Section 18. Notice. Any notices, bills, invoices, etc. required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during the receiving party's regular business hours or by facsimile before or during the receiving party's regular business hours; or (b) on the second business day following deposit in the United States mail, postage prepaid, to the addresses set forth below, or to such other addresses as the Parties may, from time to time, designate in writing pursuant to this section.

If to City: City of Manhattan Beach
 1400 Highland Avenue
 Manhattan Beach, California 90266
 Attn: City Manager

with a copy to the City Attorney.

If to Consultant: Melad & Associates, Inc.
 8907 Warner Avenue, Suite 161
 Huntington Beach, California 92647
 Attn: Jose Melad

Section 19. Attorneys' Fees. If a party commences any legal, administrative, or other action against the other party arising out of or in connection with this Agreement, the prevailing party in such action shall be entitled to have and recover from the losing party all of its attorneys' fees and other costs incurred in connection therewith, in addition to such other relief as may be sought and awarded.

Section 20. Entire Agreement. This Agreement represents the entire integrated agreement between City and Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both City and Consultant.

Section 21. Governing Law. The interpretation and implementation of this Agreement shall be governed by the domestic law of the State of California. Any action commenced related to or concerning this Agreement shall be filed in the appropriate court in Los Angeles County.

Section 22. City Not Obligated to Third Parties. City shall not be obligated or liable under this Agreement to any party other than Consultant.

Section 23. Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. In addition, the provisions of the City's Request for Proposal #877-13, dated July 5, 2012 and hereby incorporated by reference, shall take precedence over any conflicting provision in the Consultant's Proposal included in Exhibit A.

Section 24. Corporate Authority. The persons executing this Agreement on behalf of the Parties warrant that they are duly authorized to execute this Agreement on behalf of said Parties and that by their execution, the Parties are formally bound to the provision of this Agreement.

Section 25. Severability. Invalidation of any provision contained herein or the application thereof to any person or entity by judgment or court order shall in no way affect any of the other covenants, conditions, restrictions, or provisions hereof, or the application thereof to any other person or entity, and the same shall remain in full force and effect.

[Signatures begin next page]

EXECUTED on the date first written above at Manhattan Beach, California.

CITY OF MANHATTAN BEACH

CONTRACTOR:



DAVID N. CARMANY
City Manager

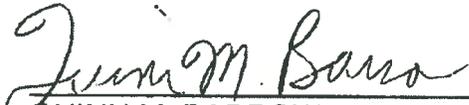


JOSE MELAD
President

ATTEST:

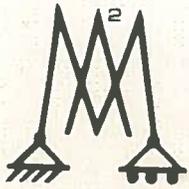
LIZA TAMURA
City Clerk

APPROVED AS TO FORM:



QUINN M. BARROW
City Attorney

EXHIBIT A
CONSULTANT'S PROPOSAL



MELAD AND ASSOCIATES
engineering • code consultants

August 15, 2012

City of Manhattan Beach
City Clerk
1400 Highland Avenue
Manhattan Beach, CA 90266

**SUBJECT: "Proposal – Plan Check and Inspection Services", Bid
#877-13**

MELAD & ASSOCIATES is pleased to submit a proposal to the City of Manhattan Beach for building plan check and inspection services. Our firm has been providing plan checking and building inspection services to numerous cities in Southern California since 1981.

Our primary goal is to provide quality, professional, and cost-effective plan check and inspection services to all of our client cities. The members of our staff include engineers, building officials, plans examiners, building inspectors, and permit technicians, all professionally registered and certified. Our ability to be responsive and flexible with your staffing needs, as well as maintaining courteous and professional relationships with homeowners, architects, engineers, and contractors, are valuable assets that we take great pride in. Our past experience working with the City of Manhattan Beach, has given us a particular insight with the inner workings of the City's Building Department and other City Departments, as well as becoming quite familiar with the City of Manhattan Beach itself.

MELAD & ASSOCIATES will provide qualified reviews and plan check for completeness and conformance with all City Ordinances, State and Federal Regulations, and all adopted Building, Electrical, Mechanical, Plumbing, Energy, Green, and ADA codes, as well as the adopted NFPA standards as mandated by State Title 24 and applicable ordinances. All reviews will be performed by our staff of certified engineers and plans examiners, as well as meet all time table expectations. Please see Table 1 regarding plan check review times.

Table 1 – All review times are reflected in “work days”

Type of Project	Initial Review	Recheck	Expedited
Tenant Improvements	7 days	5 days	5 days
Major T.I. over \$500,000 valuation	10 days	5 days	5 days
Residential addition and/or accessory buildings	7 days	5 days	5 days
New Single Family Dwelling	10 days	5 days	5 days
New Duplex Dwelling	10 days	5 days	5 days
Three to Eight Unit Dwelling	14 days	10 days	7 days
More than Nine Unit Dwelling	14 days	10 days	7 days
Commercial/Industrial Buildings	14 days	10 days	7 days
Complex Project (i.e. high-rise building)	21 days	14 days	10 days
Fire Prevention System	7 days	5 days	5 days
Fire Code Plan review	7 days	5 days	5 days

Melad & Associates has an on-staff courier, and can accommodate pick-ups and deliveries within twenty-four hour notice. We can also provide overnight mail services if desired. We will provide two copies of the plan check correction list, when plans are returned to the City with comments.

It is understood that when required, members of our staff will be available to attend meetings in the Building Department regarding plan check reviews, or may have to make site visits regarding projects from time to time. In the almost twenty years of providing plan check and inspections services to the City of Manhattan Beach, we have never charged for any on-site consultations or meetings requested by City Staff related to plan checks or inspections. Our office is located 32 miles away in the City of Huntington Beach, making it convenient for customers to meet with us in our office, or for us to attend meetings on site or at the Building Department as needed.

Melad & Associates may be reached by mail at 8907 Warner Ave. Suite 161, Huntington Beach, CA 92647, by phone at (714) 848-0487, by fax at (714) 848-7027, or by e-mail at meladassoc@aol.com.

We will provide ICC certified building inspectors within twenty-four notice at the City’s request, qualified and experienced with all applicable codes, State and Federal regulations, and City Ordinances. It is understood that all inspectors shall maintain records of all construction projects inspected, including a daily record of what was inspected, which shall be recorded on the job card, office permit copy, and in the Building & Safety computer system. All inspectors and permit technicians on staff have worked with various permit tracking systems in several Southern California jurisdictions.

Melad & Associates has been providing plan check and inspection services for numerous City Building Departments throughout Southern California since 1981. We have in the past also staffed Building Officials, Permit Technicians, Administrative Staff, and Code Enforcement Officers to various jurisdictions when needed. Listed below are the various past and present Cities we have done work with.

Arcadia	Gardena	San Gabriel
Avalon	Fountain Valley	Santa Ana
Azusa	La Habra	Seal Beach
Buena Park	La Palma	Signal Hill
Chino	Long Beach	South Gate
Claremont	Lynwood	Stanton
Compton	Manhattan Beach	Temecula
Costa Mesa	Monrovia	Tustin
Cypress	Moreno Valley	Villa Park
Dana Point	Pasadena	Westminster
Downey	Pico Rivera	Yorba Linda
Garden Grove	Redondo Beach	

We have proudly served all of these Cities, and have had the pleasure of watching their communities grow. Some of these Departments we have worked with for over twenty-five years.

The experience and knowledge of our staff is the very backbone of Melad & Associates, and having worked with Building Departments for over thirty years clearly shows our dedication in providing quality plan checking and inspection services. We would also like to add that Melad & Associates strictly performs plan check and inspection services. We do no engineering design work to avoid any conflict of interest with our clients. Please see the Tables 2, 3, and 4 for a list of our staff, their roles, and their qualifications.

Table 2 – Plan Check Staff

Name/Title	Qualifications	Type of Review Work
Jose D. Melad President	State of California P.E. Lic. #C28095 ICBO certified Plans Examiner, Building Inspector, Combination Inspector	Plan review of all types of buildings, Electrical, Green Building, & Disabled Access
Jose Miran Senior Plan Check Engineer	State of California P.E. Lic. #C24913 ICC certified Building Official ICBO certified Plans Examiner and Non-Residential Energy Plans Examiner	Non-Residential Building Plan Review
Anant Sheth Senior Structural Engineer	State of California P.E. Lic. #C25043	Structural Plan Review
Ely Mamoyac Senior Structural Engineer	State of California P.E. Lic. #S3409	Structural Plan Review
Raymundo Go Mechanical Engineer	State of California P.E. Lic. #M27284	Plumbing Review, Mechanical & Title 24, Green Building
Jose Abarquez III Senior Plan Check Engineer	State of California P.E. Lic. #C51994 ICC certified Plans examiner #62935 ICBO certified Energy Plans Examiner #94-5253, CASp - 315	Residential Building Review
Burt Morgan Senior Plan Checker	ICC certified Building Official ICC certified Plans Examiner	Non-Structural Review of all types of non-residential buildings
Warner Younis Senior Civil Plan Checker	States of California & Nevada Registered Civil Engineer	Review of Grading Plans and BMP's
Nader Shams Senior Electrical Plan Checker	State of California Registered Electrical Engineer	Review of Electrical Plans

Table 3 – Plan Check Staff Experience

Name	Work Experience
Jose D. Melad P.E., CE	Over forty years experience as former Building Official, Plan Checker, and Building Inspector for the Cities of Pico Rivera, Compton, Stanton, and Fountain Valley, as well as President of Melad & Associates.
Jose Abarquez III, P.E., CE	Over twenty years experience in plan checking and building design.
Ely Mamoyac SE	Over twenty-five years experience in plan checking and building design. Former Plan Check Engineer with the City of Los Angeles.
Anant Sheth P.E., CE, MSCE	Over twenty-five years experience in structural and civil engineering design work. Also structural plan checker for almost twenty years.
Jose Miran P.E., MS	Over thirty years experience in plan checking and building design. Former Plan Checker with the City of Fullerton.
Raymundo Go, P.E, ME	Over twenty years experience in mechanical and plumbing design. More than three years experience in plan checking for mechanical, plumbing, and T-24.
Burt Morgan CBO	Over thirty years experience as Building Official, Plan Checker, and Building Inspector. Former Chief Plans Examiner with the City of Costa Mesa.
Warner Younis, P.E., CE	Over forty years experience in civil plan check (Grading, BMP's, Utility, etc.). Former City Engineer for the City of San Clemente, Former President of Western Engineering, Former Vice President of Psomas Engineering and Hall & Foreman Engineering Company.
Nader Shams, P.E., EE	Retired with the Los Angeles County as Chief Electrical Plan Checker, and currently an Electrical Consultant.

Table 4 – Building Inspection Staff **All Inspectors are ICC/ICBO Certified*

Name/Certifications	Work Experience
Chuck Feenstra ICBO Building Inspector	Over twenty years experience in general building inspections, administration, and construction. Former Senior Building Inspector with the City of Seal Beach.
Chuck Goetz ICBO Building Inspector	Over twenty years experience in public works and general building inspections, administration, and construction. Former Building Inspector with the City of Seal Beach.
Brian Hara ICC Building Inspector	Over six years of experience in general building inspections. Has worked for Melad & Associates in the Cities of Lynwood, Compton, and Manhattan Beach.
Terry Johnson ICBO Building Inspector & Building Official	Over thirty years experience in building inspections and supervision. Former Principal Building Inspector with the City of Long Beach and also the Former Building Official with the City of Los Alamitos.

Name/Certifications	Work Experience
Ricardo Lazaro BSCE, ICBO Building & Combination Inspector. ICBO Plans Examiner	Over twenty years experience in building inspection and plan check. Former Plan Check Engineer with the Cities of Tustin, Pasadena, and Los Angeles.
Don Leuer ICBO Building, Plumbing, and Structural Masonry Inspector	Over twenty years experience in building inspections and construction. Former Building Inspector Supervisor with the City of South Gate.
Craig Palmer ICBO Building and Combination Inspector	Over ten years experience in general building inspections. Has worked in the Cities of Lancaster, Lynwood, Pico Rivera, Downey, Fountain Valley, and Manhattan Beach.
Paul Pitts ICBO Building Inspector	Over twenty-five years experience in general building inspections. Former Building Inspector with the City of South Gate, and the retired Building Official for the City of La Palma.
Art Salas ICBO Building Inspector	Former Building Inspector with the City of South Gate.

Table 5 – References

City	Contact Person	Phone Number
City of South Gate 8650 California Avenue South Gate, CA 90280	Mr. William Campana Building Official	(323) 563-9515
City of Compton 205 S. Willowbrook Avenue Compton, CA 90220	Mr. Victor Orozco Building Official	(310) 605-5509
City of Signal Hill 2175 Cherry Avenue Signal Hill, CA 90755	Mr. Gil Petris Building Official	(562) 989-7347
City of Monrovia 415 S. Ivy Monrovia, CA 91016	Mr. Chon Cervantes Building Official	(626) 932-5530
City of Westminster 8200 Westminster Avenue Westminster, CA 92683	Mr. Soroosh Rahbari Building Official	(714) 548-3468
City of Dana Point 33282 Golden Lantern, Suite 209 Dana Point, CA 92629	Mr. Mark Sutton Building Official	(949) 248-3594

It is of extreme importance to us to maintain a reasonable fee schedule with our client Cities. We are ready to provide high level, professional, and cost effective consultation to the various needs of our clients. If needs change, or market conditions fluctuate, we can respond immediately to any and all service level expectations. Please see Tables 6A and 6B for our current fee schedules.

Table 6A– Plan Check Fee Schedule

**Our fees to be based on the fees established by the City of Manhattan Beach and the most current adopted Codes.*

Type of Review	Fees
Complete Plan Review	45% of the building permit fee established by the City, or at an hourly rate of \$60. Note that this includes the initial review and two rechecks only. Each subsequent review may be billed at an hourly rate.
Repetitive Plan Review	45% of the building permit fee for the models, and 10% of the building permit fee for repetitive plans.
Accelerated Plan Review	Will be charged only when requested by the City, at the regular fee plus an additional 20% of the building permit fee.
<i>*In lieu of complete building plan checking, requests may be approved for separate model code checks, and fees may be charged accordingly.</i>	
Electrical/Title 24	20% of building permit fee or \$60 per hour.
Mechanical/Title 24	20% of building permit fee or \$60 per hour.
Plumbing	15% of building permit fee or \$60 per hour.
Energy	10% of building permit fee or \$60 per hour.
Grading Plan Review	Fees to be established by the City or \$75 per hour with a minimum fee of \$300.
Fire Protection System	50% of building permit fee, with a minimum fee of \$100.
Fire Code Plan Review	20% of building permit fee, with a minimum fee of \$150.

Table 6B – Hourly Rate Fee Schedule

** Charges are based on a minimum of four hours upon each request of service.*

** Mileage for Building Inspection Positions is \$0.35 per mile if the City does not provide transportation for performance of this duty.*

**Overtime hourly rates are based on a minimum of four hours upon each request of service. The hourly overtime rate is an additional 50% per hour.*

Position	Hourly Rate
Combination Building Inspector	\$50 per hour
Senior Building Inspector	\$65 per hour
Plan Check Engineer	\$80 per hour (If assigned at the City)
Permit Technician	\$35 per hour
CASp	\$60 per hour

We would like to thank you for the opportunity to submit this proposal, and have enjoyed serving the Building & Safety Department of the City of Manhattan Beach for nearly twenty years. We look forward to continuing our great relationship with you, as we firmly believe that we have the most highly trained, knowledgeable, and experienced staff in this industry. We have no doubt that we can continue to provide professional, thorough, and timely service for your community.

I look forward to hearing from you, and should there be any specific areas not addressed herein, or any further information that you may require, please do not hesitate to contact us so that we may respond accordingly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jose Melad", is written over the typed name.

Jose Melad, PE
President
Melad & Associates