



Castle Code Consult
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Attachment 5

**A Proposal To
The City of Calistoga, CA
June 8, 2010**

**For Providing
Building Department Services**

Submitted by Castle Code Consulting

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CASTLE CODE CONSULTING

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June 10, 2010

Charlene Gallina
City of Calistoga
1232 Washington St.
Calistoga, CA

Subject: Proposal to provide Building Department Services to the City of Calistoga

Dear Ms. Gallina:

Castle Code Consulting is pleased to submit this proposal to the City of Calistoga. It is our goal to provide consistently professional, thorough and timely service to the City. We take pride in our ability to maintain constructive relationships with members of the public, City staff and the development community.

Castle Code Consulting staff is comprised of highly experienced individuals who have a wide range of backgrounds. Our strength lies in our familiarity with your specific jurisdiction. All aspects of our services are performed in-house. Each of our team members has worked in the construction trades or in local government jurisdictions. This background gives our group an exceptional understanding of the expectations of both the City of Calistoga and the development community.

Some of the services that we offer include:

- Plan Review of all types of building construction
- Energy Plan Review
- Green Building Plan Review and Inspection
- CASP Certified Accessibility Surveys
- CIP Management and Inspection
- Building Official / Building Inspector / Development Permit Technician Services

Please contact me should you have questions regarding our services or this proposal. We look forward to the opportunity to discuss our role in the current and future development in the City of Calistoga.

Respectfully,
Clif Castle, Building Consultant, CBO



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QUALIFICATIONS

Castle Code Consulting professionals are comprised of team members with the background and experience to allow us to provide excellent service to the City of Calistoga. Our team's varied experience can provide the City of Calistoga with highly qualified individuals capable of providing expertise in any area of municipal Building Department services.

Castle Code Consulting understands that the City of Calistoga has specific needs. We can meet those needs by providing the following:

- Consistent, timely Plan Reviews
- Expedited Plan Reviews when requested
- On-site Plan Reviews for owner-builders, deferred submittals
- Next day response for Building Inspection services
- Green Building Plan Review and Inspection
- Certified Building Official representation when requested
- Construction Management consultation for CIP's
- Accurate, consistent field observation recordation of inspections and correction notices
- California Accessibility Plan Reviews and Inspections
- Assisting City staff with budgeting, record keeping, and future training.

Castle Code Consulting provides all services in a timely and professional manner. We are committed to developing a successful partnership with the City of Calistoga by providing quality service and customer satisfaction.



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SCOPE OF SERVICES

Calistoga

Our services are based on our understanding of your specific need. We can tailor our services more specifically to meet the needs of the City of ~~Healdsburg~~. The following is an overview of the professional services that we can provide. Our services include, but are not limited to the following:

- Plan Review – Ten working days for initial review and five days for each subsequent review for projects valued under two million dollars. Plan reviews over two million dollars in value will be determined on a project by project basis. Expedited plan reviews are available and require five working days for initial review and three working days for subsequent reviews. On-site review can be provided with 24-hour notification.
- Building Inspector and Development Permit Technician services can be provided with 24-hour notification.
- Certified Building Official services are available on an as-needed basis.
- Experienced Construction Manager services can be provided with 24-hour notification.
- Certified Green Building and LEED Inspector services are available.
- Certified CA Energy Plan Review services can be provided.
- Certified Access Specialist (CASp) Inspector and Plans Reviewer services are available.
- Structural Review services provided by a CA licensed Civil Engineer.
- Review of City adopted Ordinances relative to Building Department services including conditions of approval required by City Departments specific to each project.
- Public Review and Final Documentation for CA Title 24 Adoption.
- Code Enforcement based on Title 24 and Calistoga adopted standards.
- Licensed Engineer review of Fire Sprinkler Plans.



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Castle Code Consulting Professional Team

Clif Castle, CBO, Owner

CERTIFICATIONS

- ICC Certified Building Official
- Class A OSHPD
- Building Inspector
- Building Plans Examiner / UBC
- Mechanical Inspector / UMC
- Plumbing Inspector / UPC
- Building Inspector / UBC
- Plumbing Inspector
- Mechanical Inspector
- Electrical Inspector
- Combination Inspector
- Accessibility Plans Examiner and Inspector
- Build It Green Rater
- California Licensed General Contractor

WORK EXPERIENCE

BUILDING OFFICIAL

- Managed 25 person Building Department staff. Work consisted of inspections and plan reviews of commercial and residential projects, construction management of Capital Improvement Projects, Title 24 Energy and Accessibility reviews and Code Enforcement.
- Performed periodic personnel reviews, established yearly budgets, reviewed monthly statements and created job specific costing analysis.
- Provided code review for Commercial projects with valuations in excess of one hundred million dollars.
- Established training programs for inspectors and plan reviewers. This program integrated on-site training, formal classes and in-house training. Personnel varied from beginning level to advanced.

SENIOR INSPECTOR



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- Inspected residential, commercial and industrial buildings for compliance with approved plans, specifications, city codes and federal regulations.
- Interpretation and application of pertinent code requirements.
- Preparation and maintenance of all inspection documentation.
- Supervision of inspectors as to jurisdictional guidelines and code compliance.
- Review of building permit applications and submitted documents for completeness and conventional construction requirements.

WORK HISTORY

Coastland Civil Engineering / July 1994 – March 2007

- Building Division Manager
- Building Inspector
- Plan Reviewer
- Public Works Inspector

City of Cloverdale / 1991 – 1994

- Building Official
- Building Inspector / Plan Reviewer (residential and commercial)

City of Healdsburg / 1987 – 1991

- Building Inspector / Plan Reviewer (residential and commercial)
- Code Enforcement
- Construction Management (CIP's)

EDUCATION

- Architecture and Engineering / Kansas State University
- San Francisco Institute of Architecture, San Francisco, CA, MBA (Enrolled)



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Code Consulting Professional Team

Ross Egge, Senior Associate

CERTIFICATIONS

- ICBO/ICC Certified Combination Inspector
- Certified Instructor – Owner/Builder Center, Berkeley, CA
- California State Teaching Credential
- California Adult Education Teaching Credential
- California Licensed General Contractor

WORK HISTORY

Experience in the construction industry (30+ years) including eleven years as a Building Department Plans Examiner, Building Inspector, and Public Works Inspector. Provided Construction Inspector and Contract Administration services for a wide range of large capital projects including fire station facilities, parks, sewer treatment facilities, cogeneration plants, water storage facilities, wineries, public assembly buildings, street construction, storm drains, sanitary sewer mains, water mains, box culverts, grading and concrete placement. Extensive experience working with numerous building and planning departments while representing private developers and contractors on a variety of projects. Jurisdictions included, County of Sonoma, cities of Santa Rosa, San Rafael, Sausalito and municipalities in Southern California. As a General Contractor, responsibilities included supervising and constructing numerous private and public projects ranging from single-family residences to schools.

- Commercial Estimator / Contract Manager (Roofing Services, Santa Rosa, CA)
- Construction Manager (Stephan Hannah Corp., Sonoma, CA)
- Construction Manager (Rich Ryan Construction, Healdsburg, CA)
- Building Inspector / Contract Administrator (City of Cloverdale, Cloverdale, CA)



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Castle Code Consulting Professional Team

BRAD MILLER, C.E., S.E.

California Licensed Civil Engineer - #C37775

California Licensed Structural Engineer - #S4028

EXPERIENCE

- Structural Plan Review for plan checks firms and jurisdictions including City of Mill Valley, Willdan, Castle Code Consulting, Code Source.
- Review of building plans for Code Compliance. Commercial, institutional, industrial, historic and single and multi-unit residential buildings constructed of concrete, steel, URM, masonry, rammed earth, straw bale, wood. Technical oversight of structural plan review staff.



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Castle Code Consulting Professional Team

SKYE BARNETT, Accessibility and Sustainability Manager

CERTIFICATIONS

- Accessibility Plans Examiner
- Accessibility Inspector
- Certified Green Building Professional
- ICC Certified Residential Building Inspector

EXPERIENCE

- ADA Transition Plan, Town of Windsor, Windsor, CA
- Green Point Professional/Green Point Rater, Coastland Civil Engineering, Santa Rosa, CA
- Field Coordinator, Christopherson Homes, Inc. Santa Rosa, Ca
- Green Building Consultant, Private Home, Healdsburg, CA

EDUCATION

- San Francisco Institute of Architecture, San Francisco, CA, MBA (Enrolled)
- New College of California, San Francisco, CA, B.H., EcoDwelling



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Castle Code Consulting Professional Team

WILLIAM G. TALLEY,

CERTIFICATIONS

- Building Official / CABO/ICC
- Building Inspector / CABO/ICC
- Mechanical Inspector / CABO/ICC
- Combination Inspector / ICBO/ICC
- Governor's Office of Emergency Services Post Disaster Assessment Inspector
- CA General Contractor's License
- Build It Green Certified Green Building Professional/Green Building Rater

EXPERIENCE

- Chief Building Official, City of Healdsburg, CA
- Building Inspector, Town of Tiburon, CA
- Building Inspection Technician / Assistant Inspector, Town of Corte Madera, CA
- General Building Contractor

EDUCATION

- BA, Political Science, East Carolina University
- Business Courses, San Francisco State University



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Castle Code Consulting Professional Team

JAN TOLBERT

CERTIFICATIONS

- Residential Building Inspector / ICC
- Property Maintenance and Housing Inspector / ICC
- Building and Planning Permit Technician / ICC
- Build It Green Certified Professional/Green Point Rater
- CA Association of Building Energy Consultants Energy Plans Examiner
- Governor's Office of Emergency Services Post-Disaster Assessment Inspector
- CA Public Safety Training Center PC832 Arrest Course (Code Enforcement)
- AEI/CASC Storm Water Pollution Control/Construction Sites Certificate

EXPERIENCE

- Building Inspector/Code Enforcement Officer, Town of Windsor
- Water Conservation Technician, Town of Windsor
- Building Permit Technician, Coastland Civil Engineering (@Town of Windsor)
- Development Permit Coordinator, City of Ukiah
- Building Permit Technician/Planning and Building Office Manager, City of Petaluma
- Customer Service Manager, Hydro Products, San Diego

EDUCATION

- Palomar Community College Mid-Management Studies
- New Mexico State University - English/Journalism



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Castle Code Consulting Professional Team

1. TOM LUHMANN

Certifications:

Certified Building Official
CASp Certified- CASp-095

2. MATT STOCKTON

Certifications:

Licensed Civil Engineer



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FEE SCHEDULE

Plan Review Services

Non-Structural*	\$ 80 per hour
Structural*	\$ 130 per hour
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Fire Sprinkler Review	\$ 140 per hour

*Expedited Plan Review is the above rate multiplied by 1.5. Turn-around time will depend on size of plans.

Inspection Services

Building Inspector	\$ 80 per hour
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Building Official/Construction Mgr.

Construction Manager	\$ 80 per hour
Building Official	\$ 80 per hour

Other

Permit Technician (Building/Planning)	\$ 65 per hour
Code Enforcement	\$ 80 per hour
CASp Certified Review	\$ 80 per hour
Vehicle	\$ 12 per hour