



## Staff Summary Report

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**Council Meeting Date:** 09-11-2008

**Agenda Item Number:** \_\_\_\_\_

**SUBJECT:** Request to award a twenty-month contract with three, one-year renewal options to Madara Engineering, Inc. for plan review and building inspection services.

**DOCUMENT NAME:** 20080911fslg11     **PURCHASES (1004-01)**

**SUPPORTING DOCS:** Yes

**COMMENTS:** (RFP #08-113) Total cost for this contract, along with the previously awarded consultants, shall not exceed \$65,000 during the initial contract period.

**PREPARED BY:** Lisa Goodman, CPPB, Procurement Officer, 480-350-8533

**REVIEWED BY:** Michael Greene, CPM, Central Services Administrator, 480-350-8516  
Chris Anaradian, Development Services Manager, 480-858-2204  
Michael Williams, Deputy Development Services Manager, 480-350-8670

**LEGAL REVIEW AS  
TO CONTRACT FORM**

**ONLY:** N/A

**FISCAL NOTE:** Sufficient funds are appropriated in 2721-6672.

**RECOMMENDATION:** Award the contract.

**ADDITIONAL INFO:** Request for Proposal #08-113 was originally awarded by Council on May 15, 2008 to Stantec Consulting Inc., Willdan, BJY Southwest, Bureau Veritas, and W.C. Scoutten, Inc. Madara Engineering, Inc. protested the award of the contract alleging scoring discrepancies. The Evaluation Committee composed of representatives from Development Services and Procurement staff reconvened to review the allegations where it was determined that the committee erred in scoring Madara's cost proposal. The committee's revised scores placed Madara over the 1100 point threshold, thereby qualifying them for award. Staff recommends awarding a contract to Madara Engineering, Inc. for plan review and building inspection services.

## Vendor's Proposal Offer

It is REQUIRED that Proposal Offeror COMPLETE, SIGN and SUBMIT the original of this form to the City Procurement Office with the proposal response offer. An unsigned "Vendor's Proposal Offer", late proposal response and/or a materially incomplete response will be considered non-responsive and rejected.

Proposal offeror is to type or legibly write in ink all information required below.

Proposal Offeror's Company Name	<u>MADARA ENGINEERING, INC.</u>		
Company Mailing Address	<u>4545 E. SHEA BLVD. #207; PHOENIX, AZ 85028</u>		
Company Street Address	<u>4545 E. SHEA BLVD. #207; PHOENIX, AZ 85028</u>		
Proposal Offeror Contact	<u>MICHAEL HUNDLEY</u>	Title	<u>VICE - PRESIDENT</u>
Contact's Phone No.	<u>(602) 493-1963</u>	E-mail Address	<u>madaraeng@aol.com</u>
<b>Proposal Offeror's Company Tax Information:</b>			
Arizona Transaction Privilege (Sales) Tax No.	<u>NA</u>	or	
Arizona Use Tax No.	<u>NA</u>		
Federal I.D. No.	<u>20-1431548</u>		
City & State Where Sales Tax is Paid	<u>NA</u>		

### THIS PROPOSAL IS OFFERED BY

Authorized Proposal Offeror (Type or Print in ink) MICHAEL HUNDLEY

Proposal Offeror's Title (Type of Print in ink) VICE - PRESIDENT

Date 2/19/2008

### REQUIRED SIGNATURE OF AUTHORIZED PROPOSAL OFFEROR (Must Sign in Ink)

By signing this Proposal Offer, Offeror acknowledges acceptance of all terms and conditions contained herein and that prices offered were independently developed without consultation with any other offeror or potential offeror. Failure to sign and return this form with proposal offer will result in a non-responsive proposal.

Michael S. Hundley  
Signature of Authorized Proposal Offeror

2/19/08  
Date

Form 201-B (RFP)  
(H/RFP 3-2002)

## **EXPERIENCE AND QUALIFICATIONS OF FIRM**

MADARA Engineering, Inc., an Arizona Corporation has been listed as a Structural Engineering Firm with the Arizona State Board of Technical Registration since August 2004 and since that time has exclusively offered only professional plan review services for governmental agencies. The firm does not perform design services for private entities. Plan review services are provided under the professional supervision of Mira Todorova, Structural Engineer, Civil Engineer. Madara Engineering Inc's officers and founders, Mr. Michael Hundley and Mrs. Mira Todorova, have established themselves as outstanding customer oriented code consultants in previous assignments for multiple jurisdictions throughout the Southwestern United States and have long-standing relationships with Cities and Towns throughout Arizona and Nevada. Both founders either personally perform, or internally review and coordinate, all plan review projects. This hands on approach by the management team insures both the quality and timeliness of review service. Over 97% of the projects assigned to MADARA Engineering have either been completed early or on time. Comprehensive plan reviews are delivered in a timely manner by an efficient and capable staff of Professional Engineers and Certified Plans Examiners. Working together, each plan review discipline is integrated in a coordinated effort to provide our clients with reliable and trained manpower capable of supporting all requests for services. Whether a single family residence, structural revision or a major project full review, the firm approaches each plan review assignment with the same degree of professionalism and diligence, following the policies and procedures established by the jurisdictions Building Safety Department.

MADARA Engineering, Inc. is proactive in maintaining communication with its jurisdictional clients and the project designers during the review process. All correction reports are typically presented in letter form. The correction comments include the applicable code reference sections to further guide the designer to the origin of the comment and allow them to further research the cited code text. We work closely with clients and project designer contacts throughout the review and approval period. Our review staff is available at any time during the business day to talk or meet with jurisdictional personnel, permit applicants, project contacts and designers. However the jurisdiction has the final decision over the resulting plan review comments. Meetings with MADARA Engineering, Inc., can be arranged on short notice to address plan review scheduling or work toward resolution of code concerns related to assigned projects.

## **EXPERIENCE AND QUALIFICATIONS OF TEAM**

The MADARA Engineering staff has a broad background in previous contract plan review assignments in both municipal and private sector employ during the last two decades that includes standard, expedited and fast track phased submittal plan review processing and deferred submittal approvals for

- **Hotel/Resort Developments**
- **Regional Malls**
- **Detention Facilities**
- **High-rise Buildings**
- **Educational Buildings**
- **Offices and Retail Developments**
- **Public Assembly Buildings/ Theaters**
- **Hospitals and Medical Centers**
- **Single Family Housing Projects**
- **Multi-Family Projects**

Through an experienced staff of Registered Professional Engineers and Certified Plans Examiners model code enforcement plan review service is available for the following disciplines.

- **Architectural/Fire and Life Safety**
- **Structural**
- **Accessibility**
- **Plumbing/Mechanical**
- **Electrical**
- **Energy Conservation**

Company education policies mandate that staff members keep themselves informed and on top of newly developing code requirements while remembering the historical basis established by previous code requirements. The team is proficient in the application of the various editions of the Uniform Codes from 1982 to 1997 editions, as well as the 2000, 2003, and 2006 International Codes.

The superior credentials of our staff are evident upon review of each members work experience biography/resume. The following biographies also reflect each team members Code Certifications and Professional Registrations.

**BIOGRAPHY of STANIMIRA "MIRA" TODOROVA, P.E.**

**EXPERIENCE:**

Mrs. Todorova serves Madara Engineering Inc. in the capacity of Structural Plan Check Engineer and as Principal performs and supervises all structural plan review. Her background includes prior municipal structural plan review experience while working with outsourcing consultants as well as practical structural engineering experience gained in the design profession. Mira was previously employed by BJY Inc. and GP Engineering as a structural plan reviewer responsible for the lateral and gravity design of wood, masonry, reinforced concrete and steel structural systems. Prior to becoming a co-founder of MADARA Engineering Inc. her structural background included over five years design responsibility developing structural engineering calculations and structural drawings for private and public owned buildings. Projects ranged from historic structure renovations and residential developments to various single and multi-story commercial projects. Mira's design experience has given her a strong working knowledge of the industry design standards that are incorporated into the current model codes. Prior code enforcement plan review experience includes reviewing building permit submittal construction documents for compliance with the structural provisions of the Uniform Building Code and International Building Code for the states of Arizona, Nevada, California, and Washington. While working in both the design profession and code enforcement environment Mira has acquired proficiency in the use of computerized structural analysis software and computer programming, their modeling limitations and output formatting for project submittals predominantly documented using structural analysis computer programs.

**EDUCATIONAL BACKGROUND:**

Master Degree Structural Engineering  
Architecture and Civil Engineering Institute, Sofia, Bulgaria

**LICENSES:**

Engineer in Training – California (2000)  
Registered Professional Engineer - Structural, Arizona #39567  
Registered Professional Engineer - Civil, Arizona #44738  
Registered Professional Engineer - Civil, Nevada #018876

**MEMBERSHIPS:**

American Society of Civil Engineers  
Structural Engineers Association of Arizona

**BIOGRAPHY of MICHAEL S. HUNDLEY, B.S.**

**EXPERIENCE:**

Mr. Hundley brings 23 years of diverse hands-on code enforcement experience and serves as Vice-President of MADARA Engineering Inc. He started his career as a Construction Code Specialist with the City of Kansas City Missouri, where his duties included combination inspection responsibilities of residential projects, new and rehabilitated high rises and commercial projects including smoke control, stair pressurization and high rise life safety component testing. After leaving the City of Kansas City Missouri, Mr. Hundley joined the City of Apache Junction, Arizona as Plans Examiner/Commercial Field Inspector. He interpreted and enforced the Building Construction and Zoning Codes as a Multi-Disciplined Building Inspector/Plans Examiner for this community as well as communicated deficiencies and resolved problems with plans and field installations to Engineers, Architects, Contractors and Citizens. Mr. Hundley's most recent employment prior to co-founding Madara Engineering Inc. was serving as Vice-President of GP Engineering and Building Safety Division Manager with Willdan Associates. While employed in these companies Mr. Hundley developed his professional skills in the process of performing Building, Plumbing, Mechanical and Electrical Code reviews for various projects ranging from residential structures, office buildings, warehouses, restaurants, stadiums, schools, hospitals, convention centers, casinos, malls, hazardous occupancies and high rises. He obtained Building Department management experience by conducting Building and Zoning Department inspections, code enforcement, budgeting and monthly reporting functions for the City of Litchfield Park, Arizona, and the Town of Queen Creek, Arizona. Mr. Hundley also played a key role in the establishment of the first Building Safety/Zoning Departments of these jurisdictions and served as interim Building Official for the Towns of Fountain Hills and Payson, Arizona.

**EDUCATIONAL BACKGROUND:**

Kansas State University, B.S. Degree in Construction Science

**CERTIFICATIONS:**

ICBO/ ICC Certified Plans Examiner, No. 22075  
ICBO/ ICC Certified Building Inspector, No. 20616  
ICBO/ ICC Certified Plumbing Inspector, No. 43808

**NATIONAL CERTIFICATION PROGRAM FOR CONSTRUCTION CODE INSPECTORS:**

Passed Examinations for Plans Examiner of Building Safety, Plumbing and Fire Systems  
Passed Examinations for Inspector of Building Safety, Plumbing, Fire Protection and One and Two Family Combination Provisions  
Arizona Bridge to Independent Living Accessibility/Usability Specialist

**MASONRY QUALITY CONTROL COMMITTEE**

Qualified Inspector of Structural Masonry

**MEMBERSHIPS:**

Az. Chapter of the International Code Council

**BIOGRAPHY of JOEL A. RENCOSK, P.E.**

**EXPERIENCE:**

Joel Rencsok supports MADARA Engineering in the capacity of Electrical Plan Check Engineer. He has over 30 years national and international experience in the electrical field. Of those years, over 25 years has been in construction, design, and plan review for commercial, industrial, institutional, and various other electrical projects. He was employed with the City of Phoenix as an Electrical Plans Engineer and Field Electrical Inspector for 19 years.

While employed at the City of Phoenix he was directly involved with and responsible for examining complex electrical plans to assure compliance with City codes prior to approval for building permit and interfaced with the electrical inspector's on complicated plans. His experience also includes design of electrical systems for commercial and industrial buildings and all facets of selection and purchasing of related equipment and components; coordination and active participation with utilities, architects, engineers, and all levels of management regarding design, technical troubleshooting and analysis of various electrical applications.

**LICENSES:**

Registered Professional Engineer - Electrical, Arizona #17032

**CERTIFICATIONS:**

I.B.C.O. Certified Electrical Inspector

I.A.E.I. Certified Electrical Plans Examiner

I.A.E.I. Certified General Electrical Inspector

I.A.E.I. Certified Residential Electrical Inspector

C.A.B.O. Certified Building Official

**MEMBERSHIPS:**

International Association of Electrical Inspectors

International Code Council

Institute of Electrical & Electronics Engineers

Underwriters Laboratories Electrical Council

National Fire Protection Association – Electrical Section

Presently Member of the City of Scottsdale Building Safety Advisory Board

**BIOGRAPHY of MARK A. GREEN, P.E.**

**EXPERIENCE:**

Mr. Green serves MADARA Engineering, Inc. as an additional resource primarily for complex Plumbing, Mechanical, Energy Code Plan Review assignments and is frequently utilized for expedited plan reviews due to his extreme efficiency and accuracy in evaluating plans for their code violations and his ability to pinpoint and comment on what is not present in the construction documents. Mr. Green's plan review skills were developed by performing over 9 years of plan review for Santa Maria, California and ten years with the City of Phoenix, Arizona. As an ICBO/ICC Certified Building Official, Building Plans Examiner and Building Inspector., Mr. Green is also able to assist in the Architectural Life Safety plan review and this knowledge of the Building Code is invaluable in coordinating the Plumbing/Mechanical aspects of a project with the Building Code. Mr. Green performs all Energy Code Compliance Reviews due to his extensive background in Solar Design and his 20 years of experience in the Energy Conservation plan checking aspects of the Model Codes.

**EDUCATIONAL BACKGROUND:**

**BACHELOR OF SCIENCE**

California Polytechnic State University

Environmental Engineering

ENVE is 50% Civil and 50% Mechanical Engineering

**LICENSES:**

Registered Professional Engineer – Mechanical, Arizona #29480

Registered Professional Engineer – Mechanical, California #M25409

**REGISTRATION AND CERTIFICATIONS:**

I.C.C. and C.A.B.O. Certified Building Official, (#0810823-CB; #3309).

I.C.B.O. & I.C.C. Certified Building Inspector, (#74173; #0810823-10, #0810823-01)

I.C.B.O. & I.C.C, Plans Examiner (#36185) and Mechanical Inspector (#0810823-44 & -40)

I.A.P.M.O. Certified Plumbing Inspector. (#097169)

**MEMBERSHIPS:**

International Conference of Building Officials. (I.C.B.O.)

International Association of Plumbing and Mechanical Officials. (I.A.P.M.O.)

American Society of Mechanical Engineers. (A.S.M.E.)

American Society of Plumbing Engineers. (A.S.P.E.)

American Society of Heating, Refrigeration and Air Conditioning Engineers. (A.S.H.R.A.E.)

American Solar Energy Society, Arizona Chapter. (A.S.E.S.)

## **BIOGRAPHY of JAN FONTANA**

### **EXPERIENCE:**

Ms. Fontana will support MADARA Engineering Inc. through Kay Consulting as Fire Code Plan Reviewer. Her background includes prior employment with the Office of the State Fire Marshal, Department of Building and Fire Safety, State of Arizona. Checked public and private facility construction documents for conformance with adopted codes and standards. Prepared technical reports and hazardous materials inventory statements for state owned facilities; developed and evaluated equivalent protection alternatives; and conducted technical and analytical reviews relating to new and existing fire protection systems, fire alarm systems and industrial processes. Managed Deputy Fire Marshal I positions to insure timely and accurate review of public and private construction documents and fire protection systems submittals as required by Arizona Revised Statutes (buildings built with public funds and private outside of areas with established, nationally recognized codes). Emergency Services Supervisor/Planner, Division of Emergency Services, Department of Emergency and Military Affairs, State of Arizona. Conducted site, structural and architectural document reviews of public and private facilities to determine suitability for emergency shelter. Assigned protection factors based on construction features and Federal Emergency Management Agency directives.

### **EDUCATIONAL BACKGROUND:**

Arizona State University. Undergraduate and Graduate studies in Materials Science Engineering

Electronic Communications Cryptographic Systems Equipment Repair Certificate of Training- U.S. Air Force

Phoenix College - Certificate - Electronics Technology

Graduate of the Emergency Management Institute, Emmitsburg, MD.

National Fire Academy, Emmitsburg, MD; Basic Fire Prevention Inspections, Building Construction for the Fire Services, Hazardous Materials, Plan Review for Inspectors, Managing the Code Process.

Phoenix College - Building Inspection & Construction Technology

Rio Salado College - Computer operating systems, Management

Phoenix College - Accounting, Computer applications and programming.

### **CERTIFICATIONS:**

International Fire Code Institute

Uniform Fire Code Inspector - Certification No. 0886756-65

International Conference of Building Officials

Plans Examiner Certification - No. 0886756-60

### **MEMBERSHIPS:**

International Fire Code Institute

National Fire Protection Association

## **RESPONSE TO TASKS REQUIRED**

Madara Engineering takes no exceptions to the plan review portion of the tasks required section contained in RFP 08-113 as further described below:

**A.** Madara Engineering will provide pick-up/ delivery plans or related materials from the City on a daily basis or as required upon telephone, e-mail or fax of a notification from the City within 24 hours of such notification;

**B.** The assembled plan review team will conduct comprehensive and accurate review of building designs as defined by the drawings, specifications, design calculations, and reports which include site reports, soil investigation and compaction reports and will perform multiple rechecks of corrected plans and plan changes until plans and related documents are substantially correct and complete. Naturally, will be based on the currently adopted code version with City of Tempe amendments to the Building, Mechanical, Electric, Plumbing Codes, and ADA regulations mandated by the State and City ordinances as well as Building Safety Department policies and applicable laws in effect at the time of application for construction permits.

**C.** Madara Engineering will submit to the Designers, Building Safety Department and other parties as directed by the City, a written itemized list, in a mutually agreed upon format and electronically transferable, which describes all the necessary corrections required in order to obtain Building Safety Department approval. The correction comments will include the applicable code reference sections to further guide the designer to the origin of the comment and allow them to further research the cited code text. The point of physical exchange can be facilitated from our corporate office located at 4545 E. Shea Blvd., Phoenix, AZ 85028 which is easily accessed within 30 minutes from Tempe City Hall.

**D.** Madara Engineering will review the application package for accuracy of stated plot plan square footage, construction valuation, and will advise City of Tempe of any possible zoning violations as identified in the current City Codes and Ordinances to the extent such violations can be determined during the course of the typical plan review process when so directed.

**E.** We will review the application package and identify in a correction list items such as illegal lot status, insufficient setbacks and/or easements for open space, drainage, grading, trails, and roads, etc. as such information is transmitted by the City of Tempe and/ or as can be determined during the course of the typical plan review process when so directed.

**F.** Madara Engineering will provide with each approved plan check a letter of transmittal and two (2) copies of the signed corrections lists indicating that the plans have been found substantially correct and complete. All City of Tempe forms, acknowledgements, affidavits completed by the Applicant will be included except for such forms that are required to be directly sent to City of Tempe by the Applicant.

**G.** Regarding building plans under review receive from or provide information to the Planning Division any possible issues which may conflict with the Zoning Ordinance, Board, or Council actions or conditions as such information is transmitted by the City of Tempe and/or as can be determined during the course of the typical plan review process when so directed.

**H.** Madara Engineering will consult with the City Building Official and/or the designer of the proposed project at their request in order to facilitate necessary corrections by the designer of the calculations, drawings, and specifications. Meetings with MADARA Engineering, Inc. can be arranged with 24 hour notice to address plan review scheduling or work toward resolution of code concerns related to the project.

**I.** After completion of the review, Madara Engineering will forward approved plans, calculations, and related documents to the City along with all documentation described in items D and F above. Approved plans will be stamped by Madara Engineering as being approved or marked in some other fashion as directed by the City of Tempe.

**J.** During the term of the contract Madara Engineering will create and maintain records related to plans reviewed, including all turn around times as well as the calculated total dollar valuation.

**K.** Our review staff is available at any time during the business day to interface on any topic with jurisdictional personnel, project managers and designers by telephone, facsimile or electronically (e-mail). Madara Engineering has a toll-free telephone number for applicants not in the local area and our office can be reached at (866)-493-1963 from 8:00a.m. to 5:00p.m.

**L.** When requested, Madara Engineering will provide personal plan reviews "in house" within the City of Tempe Development Services Department or City of Tempe offices as directed. Similarly any meetings with the project stake holders may be held within the Madara Engineering conference room or City of Tempe offices. All parking at the Madara Engineering corporate office is cost free. Should the topic of discussions not require a meeting the plan review staff can also be reached by telephone: (602) 493-1963, facsimile: (602) 493-1967, electronic mail: [madaraeng@aol.com](mailto:madaraeng@aol.com), or toll free telephone: (866) 493-1963.

**TIME LIMIT FOR PERFORMANCE**

The maximum plan review turn around time is presented in the following schedule.

**NUMBER OF WORKING DAYS**

<i>TYPE OF PLAN</i>	<i>INITIAL CHECK</i>	<i>RECHECK</i>	<i>EXPEDITED INITIAL/ RECHECK</i>
Residential, including additions and/or accessory buildings	10	5	5/3
Single Family Dwellings	10	5	5/3
Duplex Dwelling	10	5	5/3
Multi-Family (3 units or more)	14	5	5/3
Commercial/ Industrial Buildings	14	5	5/3

The above times do not include the date on which the plan(s) are picked up from the City office.

## **CONFLICT OF INTEREST**

MADARA Engineering acknowledges and will strictly adhere to the conflict of interest laws of the State of Arizona, City of Tempe RFP 08-113 and the following Conflict of Interest Code.

1. MADARA Engineering shall not knowingly recommend approval of designs or methods of construction that do not meet City codes, ordinances and standards without prior approval from the City.
2. MADARA Engineering shall not accept for plan check from other designers or developers where past relationships between designers or developers, either friendly or hostile, could lead to doubt of objectivity in the process.
3. MADARA Engineering shall not provide plan checks where the drawings have been prepared for a developer who is or has been a client of the contractor on other projects within the past year.
4. Within three (3) months subsequent to plan check work for a developer Madara Engineering shall not undertake plan check work for that developer.
5. MADARA Engineering shall not use its position as plan reviewer to further its own interest or use knowledge gained in the process to the disadvantage of the designer of the building plans, nor use this knowledge to create an unfair advantage for the contractor over the designer of the building plans.

MADARA Engineering, Inc. does not provide design services for private clients and only serves governmental entities. This exclusive position insures there should never be a professional conflict. It is understood that submittal of this Statement of Qualifications and any resulting contracts shall not be in violation of the requirements of Arizona Revised Statutes Section 38-511.

## **CONTRACTOR COMMITMENT**

MADARA Engineering is committed to providing the City of Tempe with the highest quality on call professional services at the lowest possible cost.

The Corporate office located at 4545 E. Shea Blvd., Suite 207, Phoenix, AZ 85028 will serve as the base for all services rendered. This base will serve as the headquarters for all contact between the Applicant and/ or City and the staff of Madara Engineering. The primary method of contact proposed is by toll free telephone at (866)-493-1963. The secondary method of contact would be electronic mail at [madaraeng@aol.com](mailto:madaraeng@aol.com).

Due to the proximity of Madara office to the City of Tempe, Madara Engineering will provide pick up and delivery at no cost to the City within 24 hours of the need/ notification.

Our plan review staff is available from 8:00a.m. to 5:00p.m. every business day for consultation or for meetings on an as needed basis.

We take no exception to the Term and Conditions outlined within RFP 08-113 and would continue to comply with all provisions for the duration of the contact.

MADARA Engineering, Inc. maintains General Liability and Professional Liability/Errors and Omissions insurance coverage in the amount of \$2,000,000.00 per occurrence and \$2,000,000.00 annual aggregate as well as those required by State and Federal employment laws as applicable. Appropriate certificates of insurance will be supplied as evidence of coverage within 10 days of a contract award.

The company policy is to comply with Affirmative action program to provide equal employment opportunities.

## **RESOURCES**

MADARA Engineering's greatest resource is experienced personnel. The firm offers a project manager that has over 20 years of experience performing outsourced plan review for numerous jurisdictions including the City of Tempe. The firm's President has performed plan review on one of the larger/more complex structures proposed in the City of Tempe (TSA Stadium) which unfortunately was relocated to another city shortly after the foundation package was reviewed.

The review team's current level of effort can easily accommodate all requests for service from the City of Tempe. By employing professional career plan examiners that enjoy the challenges of completing all plan review assignments with the available time frames there is no need for the firm to utilize remote office personnel resources. It is the quality of the reviewers not the quantity of reviewers or number of branch offices that matters most. Our plan reviewers provide a comprehensive and consistent review each time.

MADARA Engineering's support resources include reference books, personal computers and a team of code experts that has experience with practically every code recognized occupancy and type of construction. MADARA Engineering maintains a comprehensive library of the previous and most current Uniform and International construction codes, reference standards, handbooks, training manuals and commentaries to assist in a complete researching of a particular issue prior to issuance of a regulatory comment. Additionally, the firm is a Corporate Member of the International Code Council (I.C.C.) which allows us the opportunity to seek a second opinion when necessary.

The firm has established an electronic in house plan review log that reflects every project's valuation, starting and required completion dates. This tracking tool allows for daily confirmation of the due dates and assigned personnel for each project and is used to manage personnel resources to insure timely completion.

## **PROJECT LIST OF SIMILAR SIZE AND SCOPE**

The list below contains a sampling of completed plan review projects showing the staff's diversity and listing of jurisdictional references, who are familiar with the performance, professional quality and work ethic provided by Mr. Michael Hundley and Mrs. Mira Todorova, the founders of MADARA Engineering, Inc. Projects include full and partial discipline review assignments covering both residential and commercial developments as well as major construction projects processed by phased, multiple plan submittal permitting.

*Ms. Eva-Maria Cutro, Planning Director  
Town of Paradise Valley  
6401 E. Lincoln Drive  
Paradise Valley, Arizona, 85253-4399  
Phone: (480) 348-3522*

• **MONTELUCIA RESORT AND SPA – Paradise Valley, AZ**

\$260 million project included Lodge and Spa Building, Convention Center/ Ballrooms with cooking facilities, Restaurant, Reception, Wedding Chapel, Underground Parking Garage, 16 Hotel Guest Room buildings and 34 Residential Villas on a 28 acre building site. Madara Engineering performed full plan review under the 97 Uniform Codes and 2003 International Codes for each of these structures including subsequent revisions, ASI's, deferred submittals and fielded inspection questions.

*Mr. John Huntley, Building Official  
Town of Marana  
11555 W. Civic Center Drive  
Marana, AZ 85653  
Phone: (520) 382-2600*

• **RITZ CARLTON HOTEL AT DOVE MOUNTAIN – Marana, AZ**

\$500 million project situated on 850 acres. The 5-story reinforced concrete structure hotel contains 250-room hotel with spa connected to a one story steel frame Convention Center/ Ballroom. Madara Engineering performed full plan review and Fire Code plan review for compliance with the 2003 International Codes and Town of Marana Amendments.

*Mr. Kurt Sawyer, Building and Capital Projects Director*

*City of Mesquite*

*10 E. Mesquite Blvd.*

*Mesquite, NV 89027*

*Phone: (702) 286-8320*

**• CASA BLANCA HOTEL AND CONVENTION CENTER – Mesquite, NV**

219,358 SF 10-story concrete and steel addition to the Casa Blanca Hotel with 202,496 SF Basement in Mesquite, Nevada. The building valuation was \$20,500,000.00 Madara Engineering performed full plan review for compliance with the 2003 International Codes and City of Mesquite Amendments.

**• CASA BLANCA HOTEL AND CONVENTION CENTER – Mesquite, NV**

36,565 SF Convention Center/ Ballroom Addition to the existing Casa Blanca Hotel and Casino in Mesquite, Nevada. Madara Engineering performed full plan review for compliance with the 2003 International Codes and City of Mesquite Amendments.

*Mr. Jack Holden, Assistant Building Official*

*Town of Oro Valley*

*11000 N. La Canada Drive*

*Oro Valley, AZ 85737*

*Phone: (520) 229-4800*

**• ORO VALLEY MARKET PLACE – Oro Valley, AZ**

Madara Engineering performed full plan review for more than 12 retail stores including a Wal-mart Super center, Century12 Theater, 2 Restaurants, Police Substation and Transit Center. Total building area of the project exceeded 500,000.00 SF with a building valuation of \$50,000,000.00. The majority of the structures utilized a 3 working day plan review turnaround cycle. Plan review was conducted using the 2006 International Codes and Town of Oro Valley Amendments.

**• WINGATE INN HOTEL – Oro Valley, AZ**

3 Story Hotel of 54,717 SF total area and valuation of \$4,000,000.00. Madara Engineering performed full plan review for compliance with the 2003 International Codes.

*Mr. Jim McErlean, Senior Plans Examiner*  
*City of Kingman*  
*412 Oak Street*  
*Kingman, AZ 86401*  
*Phone: (928) 753-8136*

• **TIVOLI HEIGHTS – Kingman, AZ**

63,500 SF Apartment Complex consisting of 5 Residential buildings and Community Center with a building valuation of \$4,835,000. Madara Engineering performed full plan review for compliance with 2003 International Codes and City of Kingman Amendments.

• **HAMPTON INN HOTEL – Kingman, AZ**

4-Story wood framed Hotel in Kingman consisting of 63,220 SF with a building valuation of \$3,204,252.00. Madara Engineering performed full plan review for compliance with the 97 Uniform Building Code and City of Kingman Amendments.

*Mr. Alex Banachowski, Building Plan Review Supervisor*  
*City of Chandler*  
*215 E. Buffalo Street*  
*Chandler, AZ 85225*  
*Phone: (480) 782-3109*

• **ARIZONA AND KNOX APARTMENTS – Chandler, AZ**

207,400 SF Apartment Complex consisting of 15 Residential buildings, Amenity building, Ramada, Cabana, Guard house, Portico and Garage with building valuation of \$12,400,000. Madara Engineering performed full plan review for compliance with the 2000 International Codes and City of Chandler Amendments.

• **COOPER CROSSING PHASE I – Chandler, AZ**

Business complex with 6 office buildings totaling 77,500 SF with building valuation of \$3,284,400.00. Madara Engineering performed full plan review for compliance with the 2000 International Codes and City of Chandler Amendments.

## COST PROPOSAL

Fees for plan review services are presented in the Table below as both a separate hourly rate applicable to in house work at the City of Tempe offices and as a percentage of the City's plan check fee for work performed at Madara Engineering's offices. The proposed fees are listed in the same order as presented in RFP 08-113.

<i>PROJECT DESCRIPTION</i>	<i>HOURLY RATE</i>	<i>% OF PLAN CHECK</i>
<b>A.</b> Single-family residences, duplexes, garages and other related structures	<b>\$70 / hr</b>	<b>70%</b>
<b>B.</b> Multiple residences (apartments, condominiums)	CPE: <b>\$85/hr</b> PE: <b>\$95/hr</b>	<b>70%</b>
<b>C.</b> Commercial/ Industrial buildings and other related structures	CPE: <b>\$85/hr</b> PE: <b>\$95/hr</b>	<b>70%</b>
<b>D.</b> High-rise mixed use residential/ retail buildings	CPE: <b>\$100/hr</b> PE: <b>\$115/hr</b>	<b>65%</b>

CPE = ICC Certified Plans Examiner

PE = Professional Engineer

For expedited reviews all hourly rates and percentage of plan review fees are increased 100%.

For plan review involving deferred submittals, construction change directives and revisions, compensation is calculated using on an hourly rate of \$85 or if expedited, \$170 (one hour minimum).

Should the City assign Madara Engineering partial plan review responsibilities for a particular plan set, and unless modified by negotiation for special cases, compensation for each of the individual disciplines reviewed will be set at the following percentage of the Consultants plan check fee from the above table:

Architectural	20%	Plumbing	15%
Architectural and Structural	55%	Mechanical	15%
Structural	35%	Electrical	15%

This offer is valid for at least 90 calendar days from the date the proposal is received.

Madara Engineering will accept City Procurement Card payments.