



Statement of Qualifications for the City of Laredo



AOKA



Prepared for:

Joseph Neeb, CPM

City Manager

Ramon Chavez

Assistant City Manager

Cover Letter

Joseph Neeb, CPM (City Manager)
Ramon Chavez (Assistant City Manager)

City of Laredo

Aoka is pleased to present our Statement of Qualifications for building department services to the City of Laredo. Our staff have a minimum of ten (10) years of experience and include twelve (12) ICC certified MCPs, TSBPE licensed plumbing inspectors, and other ICC certified professionals. Aoka can perform plan review and inspection services in accordance with all building codes and amendments adopted by City of Laredo. Aoka also provides other building department services, including instruction of several ICC Certified training courses.

We excel at leveraging technology and providing completely digital plan review services, for timeliness and efficiency. We are experienced in integrating with all major municipal software systems and, we also offer our VertexPlans (TM) file sharing platform for quick and easy file submission and retrieval. Our clients have found these offerings save time and reduce expenses for their jurisdiction and the citizens they serve, while also improving their overall customer service.

We perform services for commercial, single-family residential, multi-family residential, and industrial projects in numerous municipalities throughout the State of Texas and the United States. We hope to add City of Laredo to our list of highly satisfied clients.

At Aoka, we value high-quality customer service, timely job completion, quality work, and cost-competitive solutions. When you choose Aoka you will receive:

- Outstanding customer service and communication
- Licensed, certified, and experienced professional team members
- Technology driven processes – ensuring timely, accurate, and efficient project completion
- Industry leading turnaround times
- Detailed and thorough digital record generation, and delivery
- Cost-effective and unrivaled quality performance

Sincerely,

Ganesh Chapagain
CEO

Rocky Rodriguez
Business Development Manager
713-962-0889

Capability Statement



Core Services

Building Plan Review and Inspections: Integrated plan review and inspection services for residential, commercial, multifamily, and industrial projects. We ensure compliance with Texas-adopted codes and local ordinances, offering industry-leading 3–10 day turnaround times and optional virtual inspections to improve efficiency and reduce costs.

Fire and Life Safety Services: Our team includes ICC/TCFP certified fire marshals and NFPA certified fire plans examiners who perform comprehensive reviews and inspections of fire suppression systems, alarm systems, and more to ensure compliance with local fire safety regulations.

Planning and Zoning Services: We support jurisdictions with professional planning and zoning services, including development application review, zoning and land use analysis, plat and site plan review, and coordination with applicants to ensure compliance with local ordinances and comprehensive plans. Our team helps streamline approvals while maintaining consistency, transparency, and defensible planning decisions.

Public Works and Civil Services: We provide the highest level of civil plan review and inspection services, covering everything from paving and lot grading to stormwater plans and public works permits.

Health and Safety Services: Our Texas Registered Sanitarians perform rigorous inspections of food establishments, public pools, and spas to prevent health risks and ensure public safety according to local health codes.

Facility Assessments: Our ICC-Certified Building Officials evaluate existing structures for integrity, compliance, and safety. Our concise reports inform capital improvement planning, renovations, and due diligence, guiding maintenance and upgrades.

Emergency Response and Preparedness Services: Our team mobilizes quickly for expedited inspections, damage assessments, and permitting after disasters. We partner with jurisdictions to develop resilient plans, protocols, and response strategies.

ICC Certified Training Services: Aoka, a Preferred ICC-Certified Trainer, offers tailored programs for building officials, inspectors, and plan reviewers. Led by ICC-certified instructors and MCPs, our courses span all ICC codes and support CEUs, onboarding, and certification goals.

Ordinance Review & Drafting Support: Assisting jurisdictions in reviewing, updating, and drafting building codes and code enforcement ordinances to ensure alignment with current ICC standards, local needs, and legal requirements.

Past Performance

- Single-family, multi-family, commercial, and industrial project experience throughout the United States.
- Active multi-family housing inspections in a \$10M, nine state contract for [Housing and Urban Development](#).
- On-going, nation-wide contract performing construction inspection services for [HUD's Office of Healthcare Programs](#).
- Inspection services for [Texas Parks and Wildlife](#).
- Supporting municipal mixed-used development and School Districts/ISD bond projects across the [State of Texas](#).

Differentiators

- Highly Qualified Staff:
 - Our team includes ICC [Master Code Professionals \(MCPs\)](#), ICC Certified [Building Officials](#), AICP-Certified [Master Planners](#), and NFPA/TCFP [Fire Marshals](#) ensuring exceptional expertise and reliability.
- Industry-Leading Plan Review Turn-Around Times:
 - Residential Projects: [5-day turnaround](#)
 - Commercial Projects: [10-day turnaround](#)
- Next-Day Inspection Scheduling & Services
- Certifications and Licenses:
 - 8(a) Certified
 - SBE+ Certified

All Codes | One Partner  **AOKA**

Aoka is an Approved  Purchasing Cooperative Vendor



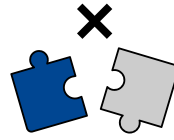
Common Challenges

PROBLEMS WE SEE



Staffing Issues - No Backups

History gets lost. Rework increases. When one person is out, everything slows down.



Certification Gaps Across Staff

Some reviews and inspections simply can't be fully covered in-house.



Varying Permit Volume

Spikes in residential and commercial activity stretch already-thin teams.



Outdated Ordinances & Tools

Legacy ordinances and disconnected tools slow reviews and create inconsistency.



No Standardized Process

Inconsistent submittals, handoffs, and QA create friction for staff and applicants.

HOW AOKA DELIVERS



Texas Team, Regional Offices

You get named city contacts in your region—people who pick up the phone and show up.
Result: Faster answers, fewer back-and-forth, smoother council updates.



Industry-Leading Turnarounds

Plan reviews in 5 business days. Rechecks in 3 days. Inspections within 24 hours.
Result: Contractors stay on schedule. Councils stop hearing about delays.



Start Tomorrow — No RFP

Risk-free pilot. No RFP. No long commitment.
Result: Start fast—scale with confidence. (BuyBoard approved.)



VertexPlans™: Built for Cities

Digital submittals, real-time status, mobile inspections, audit-ready trail, basic analytics.
Result: Clear visibility for staff & applicants. Cleaner rechecks & records.

All Codes, One Partner



Building/MEP, Fire & Life Safety, Public Works/Civil, Health, Code Enforcement, CBO, P&Z, Emergency Response, ICC Training.
Result: One scope. One schedule. One accountable team.



Your Dedicated AOKA Team

Aoka's Leadership Team



Ganesh Chapagain

CEO and Founder



Dan Kelly, MCP, CBO

Vice President of Operations



Rocky Rodriguez

Business Development Manager

Your Local Team



Will Dalrymple

Building Official



Lupe Benavides

Client Success Manager



Victor Moreno

Health Inspector



Andrew Flores

Fire Inspector



Belinda Tarver

Building Inspector

Scope of Services

Aoka provides our services using a tri-fold approach - utilizing an established process that is centered on technology and the expertise of qualified and licensed professionals.

We have extremely qualified plan examiners, inspectors and professional engineers on staff who have ICC certifications and/or licenses in their respective disciplines as well as decades of experience in institutional, residential, multi-family, commercial, municipal, and industrial projects. This includes ten (10) Master Code Professionals, the highest designation for code professionals and ten (10) ICC Certified Building Officials. Our trained staff has in-depth code knowledge and can review varying levels of plans as well as solve any complex code problems that may arise. We pride ourselves on the quality of our work including detailed comments which reference and quote the relevant code.

We also have an established process centered on technology that reduces inefficiencies and allows us to turn plans around in industry leading response times. We leverage technology to provide easy uploading of documents, digital plan examination, easy communication with contractors/homeowners, and quick inspection reporting.

More details about our services can be found below:

Building/MEP Plan Review

Our building plan review service ensures building safety, all while helping contractors meet their construction goals. When a contractor submits a drawing of their building to us digitally, ICC professionals well versed in building safety codes will review it to ensure what is being planned to build is safe. We provide building plan review services at industry leading turn around times of 3-10 days. With our expert plan review staff supported by our technology centered process, plans are reviewed accurately and timely.

All plans are eligible for electronic submission. The process is as follows:

- The jurisdiction intakes the permit application with design documents.
- The project is submitted to us through the jurisdictions own system or through an easy upload into Aoka's VertexPlans website.
- Aoka's project manager is notified as soon as the plan design documents are uploaded.
- The project manager will assign the project to one or multiple relevant plan examiners.
- The plan examiners will review the design documents.
- The plan examiners upload their plan check report according to the direction of the jurisdiction, either on their system or on Aoka's digital platform, which can be accessed by the jurisdiction in real time.
- The project manager will review the plan check report to ensure quality.
- An email notification will be sent as soon as the plan examination and quality review is completed.
- The managing jurisdiction will be able to access the plan check reports prepared by the plans examiner which can be distributed to the permit applicant. Transparency is key.

Scope of Services

Building/MEP Inspection

Aoka will inspect all residential, commercial, multifamily and industrial projects, to ensure compliance with all model building codes adopted by the State of Texas and all local ordinances.

Aoka inspectors will:

- Maintain all necessary certificates and licenses.
- Provide the jurisdiction with necessary information to determine what inspections are required for a given application.
- Perform inspections under the direction of Aoka's Building Official.
- Complete inspections timely and courteously.
- Represent the jurisdiction in a professional manner at Planning, Zoning, Building, or Engineering meetings.
- Coordinate inspections with General Contractors, Subcontractors, and Trades as necessary.
- Maintain specific records of completed inspections and inspection reports and transmit them in real time to the jurisdiction.
- Assist in complaint investigations, hazardous building inspections, and assist the jurisdiction in prosecuting violations.
- In addition to on-site inspections, Aoka offers an optional virtual inspection process. Virtual inspection increases efficiency and reduces costs, and we adhere to all ICC's virtual inspection guidelines.

Aoka provides ICC-compliant remote virtual inspections for residential, commercial, multifamily, and industrial projects in accordance with Texas-adopted model codes and local ordinances, following guidance from the International Code Council (ICC).

How It Works

- Inspections are performed by ICC-certified, Texas-licensed inspectors with an average **15+ years of field inspection experience**.
- Inspections are conducted using **VertexPlans™**, Aoka's state-of-the-art virtual inspection and documentation platform.
- Contractors receive a secure inspection link via text at the scheduled time for live video and audio inspection.
- Location, permit number, and address are verified using geotagging and permit validation.
- Inspectors direct the contractor or homeowner to show required elements and may request additional views or clarification.

Documentation & Results

- Inspectors capture photos and video during the inspection for a complete record.
- Inspections may be approved, partially approved, or denied.
- If conditions cannot be adequately verified remotely, an in-person inspection is scheduled.
- Inspection reports, including geotagged data, images, and comments, are automatically shared with the jurisdiction and applicant through VertexPlans™.

Why Cities Use It

Virtual inspections reduce turnaround time, provide on-demand service, maximize coverage, expand inspector availability times, and maintain full ICC life-safety compliance — without compromising inspection quality or accountability.

Scope of Services

Planning & Zoning Services

Aoka offers Planning & Zoning Services to assist municipalities in managing land use, guiding responsible development, and maintaining compliance with local ordinances. Our team supports a range of functions including site plan and subdivision review, zoning verification, ordinance development and updates, and variance or special use case processing. We also provide staff augmentation and long-range planning assistance to help jurisdictions meet growth demands and improve efficiency. Aoka's planners work as an extension of your department, ensuring streamlined approvals, clear communication with applicants, and a consistent approach to sustainable community development.

Ordinance Review & Drafting Support

Aoka assists municipalities in the development, review, and drafting of building and code enforcement ordinances. Our team works closely with local officials to assess existing regulations, identify areas for improvement, and ensure alignment with current ICC standards, state requirements, and best practices. Whether adopting new building codes, updating existing policies, or creating enforceable compliance procedures, Aoka delivers ordinances that are clear, enforceable, and tailored to each jurisdiction's unique priorities. This service helps cities maintain consistency, enhance enforcement, and stay proactive in managing growth and public safety.

Public Works/ Civil Plan Review and Inspection

Aoka provides the highest-level of civil plan review and inspection services. Our staff has performed civil plan review for private subdivisions and development improvement plans for both on-site and public right-of-way improvements. Our review/inspections include, but are not limited to:

- Paving
- Street Sign and Sidewalk
- Lot Grading
- Street Lighting
- Retention Pond
- Water Layout
- Drainage / Storm Sewer
- Erosion Control
- Sanitary Sewer
- Public Works Permit Service
- Stormwater Plan Review and Inspection
- Floodplain Manager Service

Scope of Services

Fire Protection Plan Review and Inspection

Aoka can provide fire and life safety plan review and inspection services. Our staff include ICC certified fire marshals and NFPA certified fire plans examiners who have performed comprehensive fire and life safety reviews. With proficiency in virtually all types of construction and occupancies, our team will review fire sprinkler system plan, fire alarm plan, fire suppression system plan, CO2 system plan, and fuel storage tank plan. Aoka can check for allowable height and area, fire restrictive construction, means of egress, fire access, hazardous materials, and smoke management systems.

ICC Certified Training Services

Our Certified Building Official can provide on-site training services to your residents and contractors regarding all aspects of the permit submission, review, and inspection processes. We can also create informational materials and other documentation guiding the applicant through the entire permitting process.

Health Inspection Services

Food Inspection

Aoka utilizes rigorous inspection techniques to identify problems, educate restaurant owners and solve sanitation problems before they lead to an outbreak scenario. We use HACCP principles which focus on temperature control, cross-contamination, and employee hygiene. Inspections will be performed by Texas Registered Sanitarian.

Plan Review of Food Establishments

Aoka can catch potential problems before they occur and ensure proper layouts for sanitation and cost-effective operation. Prior to the completion of the project, we will confirm compliance with health department regulations, manufacturing specifications, equipment condition, and installation.

Public Pools and Spas Inspection

Inspections of public aquatic facilities is an important tool in preventing recreational water-associated illness and injury. An inspection of a public aquatic facility is an assessment of whether its operation and maintenance meet the standards set in a jurisdiction's public health code. Aoka will enforce Texas Administrative Code for public swimming pools and spas.

Other Available Services

- Permit staff augmentation
- Plan review software

Scope of Services

Emergency Response and Preparedness Services

As a true partner, Aoka offers specialized Emergency Response and Emergency Preparedness services. Our team is prepared to mobilize rapidly in the aftermath of natural disasters, infrastructure failures, or other emergencies, providing support through expedited inspections, damage assessments, and permitting assistance. We also work proactively with jurisdictions to develop resilient emergency preparedness plans, including pre-event inspection protocols, continuity of operations planning, and scalable response strategies. These services help ensure public safety, minimize service disruption, and support swift community recovery.

Facility Assessments

Aoka provides comprehensive Facility Assessments for aging or existing structures, conducted by our highly experienced ICC-Certified Building Officials. These assessments are designed to evaluate structural integrity, code compliance, safety conditions, and overall functionality. Whether supporting capital improvement planning, renovation efforts, or due diligence, our detailed reports offer actionable insights to help jurisdictions and facility owners make informed decisions regarding maintenance, upgrades, or redevelopment.

Code Enforcement Services & Training

Aoka offers Code Enforcement Services to support municipalities in maintaining safe, healthy, and compliant communities. Our services include field inspections, enforcement of local codes and ordinances, violation documentation, and public education on compliance requirements. In addition, we provide specialized training for prospective Code Enforcement Officers, designed to prepare individuals for certification and effective field performance. All training is delivered by experienced, ICC-certified professionals who bring real-world insight and best practices to every session.

Certified Building Official Services

Aoka provides full-service ICC-Certified Building Official support, including the development, administration, interpretation, and enforcement of all adopted codes and policies. Our experienced CBOs can lead or supplement your Building Department, offering code guidance, process improvements, policy updates, and staff support. Acting as an extension of your team, we ensure consistency, efficiency, and compliance across all building safety operations.

Scope of Services

On-Site Sewage Facilities Services

Aoka provides comprehensive On-Site Sewage Facilities (OSSF) Services to support the permitting, maintenance, and construction oversight of decentralized wastewater systems, including septic systems. Our team ensures full compliance with all applicable TCEQ regulations and local codes. In addition to direct field services, Aoka assists municipalities and local jurisdictions in becoming authorized agents of the Texas Commission on Environmental Quality (TCEQ), empowering them to manage and enforce their own OSSF programs. We also handle OSSF-related public complaints and ensure timely resolution through documented inspections and expert regulatory guidance. These services are ideal for rural or underserved areas where centralized sewer systems are not viable, ensuring environmental safety and public health across all communities.

Availability & Turnaround Timelines









At Aoka, we understand that time is one of the most critical factors in development and construction. Our operations are built around efficiency, responsiveness, and precision, and we pride ourselves on delivering industry-leading turnaround times across all service areas. Leveraging our fully digital workflows, deep expertise, and experienced team of certified professionals, we minimize delays and keep projects moving forward. Additionally, our services in Emergency Response, Facility Assessments, Code Enforcement, Planning & Zoning, and Certified Training are delivered with equal attention to urgency and quality. We customize schedules based on client needs and project scope, ensuring timely responses even under compressed timelines or emergency conditions. Our digital-first approach, integration with major municipal platforms, and our proprietary VertexPlans™ system further streamline communication, document handling, and service delivery—reducing bottlenecks and maximizing productivity for your staff and the communities you serve.

 Plan Review (<\$5M valuation)		within 5 business days	
 Plan Review (>\$5M valuation)		within 10 business days	
 Plan Review Rechecks		within 3 business days	
 Inspections		within 24 hours	

Technology Services

Vertex Plans

VertexPlans™ is Aoka's proprietary, cloud-based digital platform designed specifically to transform and optimize the municipal workflow for plan reviews, permitting, inspections, and compliance management. Built with the direct input of engineers, inspectors, and municipal staff, VertexPlans™ delivers an intuitive, streamlined experience that significantly improves efficiency, transparency, and collaboration at every step.

Traditional Workflow	VertexPlans Workflow
 Document Submission	 Digital Upload
 Collaboration	 Status Tracking
 Field Inspections	 Mobile Inspections
 Reporting	 Interactive Analytics

Real-Time Collaboration & Workflow Automation

VertexPlans™ facilitates real-time collaboration, enabling seamless interaction between applicants, municipal reviewers, and field inspectors. Its automated workflows dramatically reduce manual processing, minimize errors, and accelerate project turnaround times. Email notifications keep stakeholders updated on key events, and basic dashboards provide at-a-glance status and activity.

Mobile Inspection

VertexPlans™ equips inspectors and municipal teams with on-the-go access to inspection information, ensuring inspections are completed swiftly, accurately, and documented digitally.

Enhanced Security and Compliance

Security is central to VertexPlans™, which incorporates comprehensive access controls, robust data encryption, and detailed audit trails. Municipalities can confidently manage sensitive documentation, maintain compliance with regulatory standards, and achieve greater accountability across all stages of project management.

Analytics & Reporting

VertexPlans™ currently provides analytics to track activity at a glance—such as monthly project trends by service type (Plan Review & Inspection, Inspection Only, Plan Review Only, No Plan Review & Inspections) and a simple summary of projects by team member. These dashboards help teams quickly review workload and progress. More advanced analytics and deeper reporting are planned for future releases.

Dedicated Support & Continuous Improvement

Aoka's commitment to excellence extends beyond technology. VertexPlans™ is backed by our dedicated customer support team, ensuring seamless adoption, responsive troubleshooting, and ongoing platform enhancements driven by user feedback and evolving municipal needs.

VertexPlans™ sets a new benchmark in municipal technology, ensuring projects progress smoothly, meet compliance standards, and consistently deliver exceptional outcomes for communities and stakeholders alike.

References

City of Brownsville, Texas

Scope: Building Plan Review and Inspection

Client Contact: Omar Ochoa: Building Official
956-551-9096, omar.ochoa@brownsvilletx.gov

City of Eagle Pass, Texas

Scope: Building, Civil, and Fire – Plan Review and Inspection

Client Contact: Placido Madera: Development Director
830-671-2775, placido.madera@eaglepasstx.us

City of Del Rio, Texas

Scope: Building and Fire Plan Review and Inspection

Client Contact: Janice Pokrant: Planning and Zoning Director
830-703-5384, janice.pokrant@cityofdelrio.com

City of Alice, Texas

Scope: Building Plan Review and Inspection

Client Contact: Cynthia Carrasco, Mayor
361.668.7210, cynthia.carrasco@cityofalice.org

City of Lytle, Texas

Scope: Building Plan Review and Inspection

Client Contact: Rosario Quintero: Building Permit
830-709-3692, rosario.quintero@lytletx.org

City of Carrizo Springs, Texas

Scope: Building Plan Review and Inspection

Client Contact: Azalia Garcia, City Manager
830-255-6369, a.garcia@cityofcarrizo.org

Verified Results Across Texas

City of Jersey City, Texas



Challenge: After the prior vendor's acquisition, service quality slipped—no local presence, hard to reach staff, and rising tech/service costs.

What We Did: Stood up a dedicated Texas team with a Master Code Professional (MCP) building official on weekly on-site visits; rolled out the VertexPlans™ workflow.

Impact: Lowered ISO rating (better premiums), improved customer experience, and reduced monthly costs.

Client Contact: Miesha Johnson, Community Development Manager
(713) 466-2100, mjohnson@jerseyCitytx.com

“The City of Jersey City, Texas trusted us with 100% of their plan reviews and inspections. In 60 days: early bumps handled, review times down, productivity up. This is Aoka's standard—responsive staff, ICC-certified eyes on every submittal, and total visibility in VertexPlans. If your city is tired of delays, backlog, or ‘we'll get to it,’ you don't need another vendor. You need a partner who owns it with you. That's Aoka.”

- Miesha Johnson
Community Development Manager

Verified Results Across Texas

City of Glenn Heights, Texas



Challenge: Rapid growth required consistent plan review and inspection coverage to support safe, organized development.

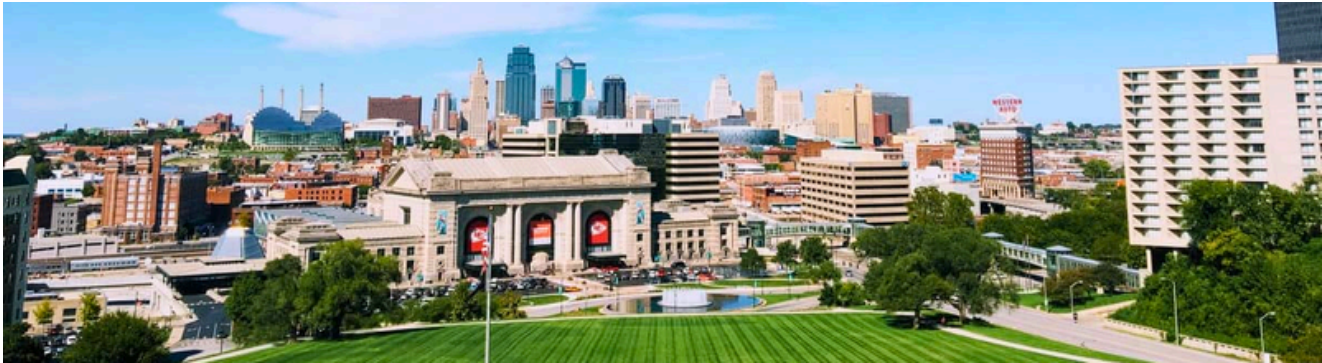
What We Did: Served as Boyd's exclusive partner for plan review and inspections, delivering clear, code-cited comments, predictable turnaround times, and coordinated support for builders and city staff.

Impact: Development remained organized, compliant, and on schedule—supporting continued growth while maintaining confidence across projects.

Client Contact: Bester Munyaradzi, Director of Planning & Development Service
972-223-1690, bmunyaradzi@glennheightstx.gov

Verified Results Across Texas

City of Alice, Texas



Challenge: In-house inspection lacked full licensure coverage (e.g., plumbing/commercial), manual processes, and no software—hard on staff, contractors, and citizens.

What We Did: Provided licensed inspectors & plan reviewers across all trades; transitioned to online permitting with a contractor portal via VertexPlans™.

Impact: 30 inspections/month, applications online (no City Hall trips), staff bandwidth up, and work performed in accordance with laws and regulations.

Client Contact: Cynthia Carrasco, Mayor
361.668.7210, cynthia.carrasco@cityofalice.org

City of Cameron, Texas



Challenge: No building official; industrial workload (refinery projects); major backlog (Charlotte Pipe).

What We Did: Assigned a dedicated MCP building official and on-demand plans examiners.

Impact: 23 projects executed over two years; backlog cleared in two weeks.

Client Contact: Ricky Tow, City Manager
254-697-6646, rtow@camerontexas.net

Verified Results Across Texas

City of Carrizo Springs, Texas



Challenge: Couldn't hire/retain staff; fee schedule had gaps and was hard to apply.

What We Did: Became the full department (planning & zoning, building, public works, fire); completed plan review, inspections, approvals; performed a fee analysis and aligned to Texas averages.

Impact: Lowered ISO rating, a complete fee suite in line with the state, and freed staff to focus on other priorities—peace of mind and consistent enforcement.

Client Contact: Azalia Garcia, City Manager
830-255-6369, a.garcia@cityofcarrizo.org

City of Lytle, Texas



Challenge: Limited inspection availability, aging in-house staffing, and increasing development activity.

What We Did: Provided licensed inspection and plan review support to supplement city staff and support ongoing growth.

Impact: Improved inspection coverage and continuity, enabling the City to manage development demands without staffing disruption.

Client Contact: Matthew Dear, Police Captian
210-557-9124, matthew.dear@lytle.tx.org

Sample Projects

George W. Bush Library

Location: University Park, TX

Sq. Ft.: 226,000

Description: The George W. Bush Presidential Library is a three-story building situated on a 23-acre site on the campus of Southern Methodist University. The facility encompasses over 226,000 total square feet. We are known for our excellent work across industries including the education sector.



Kohler Distribution Center

Location: Desoto, TX

Valuation: \$45M

Sq. Ft.: 1,400,000

Description: The Kohler Distribution Center in Desoto, Texas is a 1.4M square feet of commercial space. Our detailed plan review of this center with a valuation of \$45M is a prime example of our commercial plan review and inspection capacities.



Bagley Tractor & Equipment

Location: Longview, TX

Date: 2023

Valuation: \$46M

Sq. Ft.: 21,651

Description: Review consisted of plans to construct a new 21,651 sq/ft convenience store. Review consisted of building (structural and non-structural), mechanical, electrical, plumbing, and energy design documents.



Hyatt Place Hotel

Location: Eagle Pass, Texas

Date: 2024

Valuation: \$9.6M

Sq. Ft.: 17,000

Description: Inspection and plan amendment review of an all-suite extended stay hotel comprising 100 guest rooms, conference rooms, swimming pool, fitness center, and hotel bar.



Sample Projects

City of Natalia - Baseball & Softball Fields Project

Location: Natalia, TX

Date: 2024

Valuation: \$1.25M

Sq. Ft.: 17,250

Description: Remodel Natalia ISD High School Baseball & Softball Fields, including new concession stand, dugouts, and field and perimeter lighting. Plan review of a commercial new construction project. Review consisted of building (structural and non-structural), mechanical, electrical, plumbing, accessibility and civil design documents.



City of Eagle Pass - Sports Complex Project

Location: Eagle Pass, TX

Date: 2024

Valuation: \$2.5M

Sq. Ft.: 10,000

Description: Steel canopies over the Baseball and Softball bleachers at the Eagle Pass ISD Sports Complex. Plan review of a commercial new construction project. Review consisted of building (structural and non-structural), electrical, accessibility and civil design documents.



City of Port Aransas – New Fire Station

Location: Port Aransas, TX

Date: 2024

Valuation: \$10M

Sq. Ft.: 43,000

Description: New city fire station facility. Plan review of a municipal new construction project. Review consisted of building (structural and non-structural), mechanical, electrical, plumbing, accessibility, energy conservation, and fire protection (includes sprinklers) design documents.



City of Pearsall – Frio Regional Hospital

Location: Pearsall, TX

Date: 2025

Valuation: \$43M

Sq. Ft.: 13,000

Description: \$43M regional hospital expansion. Plan review and inspection services including civil, building, and life safety. Review of construction documents and inspections for structural and non-structural elements, mechanical, electrical, plumbing, accessibility, energy conservation, and fire protection.



Fee Schedule

Residential Construction Building Plan Review and Inspection

Residential Construction	
Square Footage (SF)	Permit Fee
0-1,500 SF	\$777.15
1,500-10,000 SF	\$777.15 for the first 1,500 SF plus \$0.35 for each additional SF to and including 10,000 SF
Over 10,000 SF	\$3,723.5 for the first 10,000 SF plus \$0.15 for each additional SF over 10,000 SF
Residential Remodel, Addition and Alteration	
	Permit Fee
Addition to Existing	\$700
Remodel with Mechanical, Electrical, or Plumbing	\$650
Remodel - No Mechanical, Electrical, or Plumbing	\$300
Accessory Building(s) with Mechanical, Electrical, or Plumbing	\$650
Accessory Building - No Mechanical, Electrical, or Plumbing	\$300

Backup Inspection Fees	
Trade (Inspections Only)	Permit Fee
Residential Building Mechanical, Electrical, Plumbing, & Fuel/Gas	\$70.00 per address/building
Commercial Building Mechanical, Electrical, Plumbing, & Fuel/Gas	\$90.00 per address/building
Short-Term Rental (STR) Inspections	\$120 per address/building

Additional Notes:

- Plan Review includes an initial and second and third review - as necessary. Subsequent review (if needed) will be billed at an additional hourly rate of \$90 with a prior approval from the city.
- Expedited plan review fee: 150% of the regular plan review fee.

Fee Schedule

Commercial Services	
Commercial and Multi- Family Construction Plan Review	
Valuation	Proposed Fee
\$1.00 to \$10,000.00	\$49.50
\$10,001.00 to \$25,000.00	\$69.21 for the first \$10,000.00 plus \$5.31 for each additional \$1000.00
\$25,001.00 to \$50,000.00	\$149.55 for the first \$25,000.00 plus \$3.86 for each additional \$1000.00
\$50,001.00 to \$100,000.00	\$246.10 for the first \$50,000.00 plus \$2.67 for each additional \$1000.00
\$100,001.00 to \$500,000.00	\$380.03 for the first \$100,000.00 plus \$2.14 for each additional \$1000.00
\$500,001.00 to \$1,000,000.00	\$1,238.45 for the first \$500,000.00 plus \$1.82 for each additional \$1000.00
\$1,000,001.00 and up	\$2,145.04 for the first \$1,000,000.00 plus \$1.21 for each additional \$1000.00

Commercial and Multi- Family Construction Inspections	
Valuation	Proposed Fee
\$1.00 to \$10,000.00	\$76.15
\$10,001.00 to \$25,000.00	\$107.67 for the first \$10,000.00 plus \$8.32 for each additional \$1000.00
\$25,001.00 to \$50,000.00	\$232.41 for the first \$25,000.00 plus \$6 for each additional \$1000.00
\$50,001.00 to \$100,000.00	\$382.39 for the first \$50,000.00 plus \$4.16 for each additional \$1000.00

Fee Schedule

\$100,001.00 to \$500,000.00	\$590.29 for the first \$100,000.00 plus \$3.32 for each additional \$1000.00
\$500,001.00 to \$1,000,000.00	\$1920.85 for the first \$500,000.00 plus \$2.83 for each additional \$1000.00
\$1,000,001.00 and up	\$3331.6 for the first \$1,000,000.00 plus \$1.87 for each additional \$1000.00

Miscellaneous Plan Review & Inspection Fees

Type	Permit Fee
Solar Permit (Plan Review and Inspection)	\$500 per permit
Irrigation Permit (Plan Review and Inspection)	\$175 per permit
In-Ground Swimming Pool Permit (Plan Review and Inspection)	\$500 per permit
Manufactured/Mobile Homes (Plan Review and Inspection)	\$500 per permit

Fire Services

Commercial & Multi-Family Fire Plan Review (Fire Alarm & Sprinkler Systems)

Valuation	Fee, Each System
Less than \$6,250.00	\$200.00
\$6,250.00 to \$250,000.00	\$300.00
\$250,001.00 to \$500,000.00	\$425.00
\$500,001.00 to \$1,000,000.00	\$550.00
\$1,000,001.00 to \$3,000,000.00	\$800.00
\$3,000,001.00 to \$6,000,000.00	\$1,200.00
\$6,000,000 and up	\$1,200.00 plus \$0.38 for each additional \$1000.00

Fee Schedule

Commercial & Multi-Family Fire Inspections (Fire Alarm & Sprinkler Systems)	
Valuation	Fee, Each System
Less than \$6,250.00	\$300.00
\$6,250.00 to \$250,000.00	\$425.00
\$250,001.00 to \$500,000.00	\$525.00
\$500,001.00 to \$1,000,000.00	\$675.00
\$1,000,001.00 to \$3,000,000.00	\$950.00
\$3,000,001.00 to \$6,000,000.00	\$1,425.00
\$6,000,000 and up	\$1,425.00 plus \$0.38 for each additional \$1000.00

Miscellaneous Fire Related Items	
Miscellaneous Fire Related Items	Hourly rate
Underground Fire Code Plan Review	\$90
Fuel Storage Tank Plan Review	\$90
Underground Fire Code Inspection	\$120
Fire Extinguisher Inspection	\$120
Fuel Storage Tank Inspection	\$120
Annual Fire Safety Inspection	\$150

Fee Schedule

Public Works / Civil Services		
Additional Public Works & Civil Services	Hourly rate	
PW/CS Project Management	\$120 per hour	
PW/CS Inspection	\$90 per hour	
PW/CS Plan Review	\$120 per hour	
PW/CS Ordinance Review & Drafting	\$120 per hour	

Drainage / Stormwater / Flood Control Permits	Fee	
Stormwater Management Services Stormwater discharge / Dewatering permit during construction	\$200 – Small sites (≤1 acre)	
	\$350 – Medium sites (1–5 acres)	
	\$500 – Large sites (5–20 acres)	
	\$750 – Very large sites (>20 acres)	
	\$150 – Dewatering review add-on	
Floodplain Management Services Floodplain development permit / flood control structure permits (Plan review only)	\$750 base + \$150/acre	

Health Services		
Annual Health Inspections		
Services	Fee per Establishment	Notes
Standard Health Inspection	\$145	Includes One Routine Annual Inspection
Follow-Up Inspection	\$145	Ensures Corrective Actions Have Been Made
Additional Inspections (As Requested)	\$145	For Voluntary or Pre-Operational Checks
Pool Health Inspection	\$145	Includes One Routine Annual Inspection

Fee Schedule

Health Services Plan Review & Approval

Services	Fee per Establishment	Notes
New Restaurant Plan Review	\$500	Review of Food Safety Plans
Remodel Plan Review	\$300	Review of Major Renovations
Mobile Food Unit Plan Review	\$250	Covers Food Truck & Temporary Units

Health Services Complaint Investigation & Follow-Up

Services	Fee per Establishment	Notes
Complaint Investigation	\$400	Includes On-Site Inspection & Report
Follow-Up Visit	\$150	Ensures Corrective Actions Have Been Made

OSSF Services

OSSF Services	Rate
OSSF System Plan Reviews & Inspection Services (Per New Installation or System Modification)	\$550 per Permit
OSSF Complaint Investigations (For Each Inspection or Re-Inspection)	\$175 per inspection
OSSF Inspections of Repairs to Existing Systems (For Each Inspection or Re-Inspection)	\$175 per inspection
TCEQ Audits (Includes meeting with TCEQ representative & response to written report and/or any other work pertaining to OSSF Designated Representative duties)	\$120 per hour

Fee Schedule

Additional Aoka Services	
Additional Services	Hourly rate
Certified Building Official Service	\$120+ Travel expenses
Certified Fire Marshal Service	\$120+ Travel expenses
Code Enforcement Officer	\$70 per hour
Certificate of Occupancy Inspection (Building)	\$120 per inspection
Certificate of Occupancy Inspection (Fire)	\$120 per inspection
Emergency Response & Post-Disaster Service	\$120 per hour
Facility Assessment Services	\$120 per hour
Planning & Zoning Services	\$120 per hour
ICC Certified Building Code Training Services	\$150 per hour
On-Site ICC Certified Inspector Training Services	10 weeks - 1 day / week, 6 Hours / day \$7,200
Virtual ICC Certified Plan Review Training Services	10 weeks - 1 day / week, 2 Hours / day \$3,000
Permit Tech Service	Hourly Rate: \$50 per hour Weekly Rate: \$1125 (25 hours per week)

Fee Schedule

Vertex Plans Software	
City Portal	Fee Amount
Aoka provides comprehensive permitting support through its proprietary VertexPlans™ platform. This cloud-based system enables efficient submission, review, plan review, inspection, and permit management for client's permits.	Free

Vertex Plans Software	
Contractor Portal	Fee Amount
Permit application fee (paid by the applicant)	\$15 per Permit
Stripe Processing Fee (credit cards/ card and digital wallet)	2.9% + 0.30 cents
Stripe Processing Fee (Bank debit and transfers)	0.8% ACH direct debit (\$5 Cap)

Vertex Plans System Setup Fees	
Vertex Plans System Set-Up Fees – Setup Tiers	Fee Amount
<p>Basic The basic plan includes:</p> <ul style="list-style-type: none"> • Includes Basic System set up of the software: <ul style="list-style-type: none"> ○ Team invitation and account provisioning ○ Contractor portal configuration ○ Inspection module setup ○ User access management ○ Permit fee handling and setup • Includes End-User Training: <ul style="list-style-type: none"> ○ High-level portal demonstration ○ Step-by-step "How-to" PDFs Guided ○ "How-to" videos 	\$1,000

Fee Schedule

Vertex Plans System Set-Up Fees – Setup Tiers	Fee Amount
<p>Intermediate</p> <p>This plan includes:</p> <ul style="list-style-type: none"> ◦ Everything in Basic System Setup ◦ Data Migration from a Legacy System ◦ Supported data migration up to 20 GB ◦ City must provide data in a standardized format shared by Aoka 	<p>\$5,000</p>
<p>Advanced</p> <p>This plan includes:</p> <ul style="list-style-type: none"> • Everything in Intermediate System Setup • Data Migration more than 20 GB • Data Clean-up & Validation <ul style="list-style-type: none"> ◦ Pre-import review and sanitization of client data ◦ Remove duplicates, correct formatting, and ensure consistency ◦ Validate critical fields (e.g., dates, categories, statuses) • Advanced Data Mapping <ul style="list-style-type: none"> ◦ Custom mapping of legacy fields to new system structure ◦ Assistance with translating old data models to new formats ◦ Documentation of data mapping rules and assumptions • Backup of Existing Legacy Data before Migration 	<p>\$15,000</p>

Aoka - Additional Notes

Additional Notes

Please Note: The following services are available across all plans and may incur additional costs based on specific requirements:

- Detailed System Training & Onboarding Support - Tailored training sessions and onboarding assistance can be provided. Pricing will depend on the scope and hours needed.
- Custom Software Configurations - This includes third-party system integrations and other custom development needs. Pricing will depend on the nature of the work and the engineering hours required.
- Extended Post-Onboarding Technical Support - Ongoing technical support beyond the standard onboarding period is available. Details and associated information can be provided upon request.

RESUMES APPENDIX

Resumes of Key Personnel

Please see attached representative resumes on the following pages. Resumes of key personnel include descriptions of relevant experience and detail all certifications held by each individual.



Dan Kelly, M.Eng, MCP, CBO, LEED

Vice President - Operations

30+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Certified Building Official
Master Code Professional
Fire Inspector I
Certified Plumbing Code Official
Residential Building Inspector
Plumbing Plans Examiner
Residential Energy Inspector/ Plans Examiner
Combination Plans Examiner
Residential Mechanical Inspector
Commercial Mechanical Inspector
Electrical Inspector
Commercial Combination Inspector
Commercial Energy Inspector
Combination Inspector
Commercial Electrical Inspector
Mechanical Plans Examiner
Building Code Specialist
Plumbing Code Specialist
Mechanical Code Specialist
Electrical Code Specialist
Fire Code Specialist
Commercial Plumbing Inspector
Residential Combination Inspector
Mechanical Inspector
Building Inspector
Certified Electrical Code Official
Certified Mechanical Code Official
Commercial Building Inspector
Certified Building Code Official
Plumbing Inspector
Residential Plumbing Inspector
Residential Electrical Inspector
Accessibility Inspector/Plans Examiner
Electrical Plans Examiner
Building Plans Examiner
Fire Plans Examiner
Fire Inspector II
Texas State Plumbing Inspector
Texas Master Electrician
LEED Green Associate

Work History

Vice President - Operations

Aoka LLC, Fort Worth, TX
2024 – Current

- Leads and coordinates all inspection activities to ensure housing projects comply with state, and local regulations.
- Supervises inspection teams, evaluating housing standards, and providing detailed reports to ensure safe, habitable, and sustainable living environments.
- Collaborates with stakeholders to address compliance issues and plays

Director of Field Operations – North Texas Region

Bureau Veritas, Inc.
2017 – 2024

- Managed, planned, and directed the field inspection operations; supervised workflow of assigned staff; evaluated work products, methods, and procedures.
- Assisted Central Director of Operations in recruitment and hiring of staff to support the workload.
- Ensured inspections are performed in a timely manner, and in accordance with established procedures.
- Coordinated inspection activities with other departments, divisions, and outside agencies to resolve issues and enhance customer service.

Building Official/Zoning Official

City of Aurora, Texas
2006 – 2022

Aoka Project Experience

- **Park Row Katy Living Multi-Family Homes**

Client: US Dept of Housing and Urban Development
Specifics: 2 buildings comprising 150 total units
Scope: Prepour through Final Inspection services
Contractor: Park Row Katy Living JV/Brownstone Construction LTD

- **Vicksburg City**

Client: US Dept of Housing and Urban Development
Specifics: 5 1-story, 7 2-story building, comprising 100 total units
Scope: Prepour through Final Inspection services
Contractor: Gorman Construction Company

Education

Master of Engineering in Engineering Management
University of Colorado Boulder | GPA: 4.0

Graduate Certificate in Engineering Management
University of Colorado Boulder

Graduate Certificate in Design for the Circular Economy
University of Colorado Boulder

Ronald "Will" Dalrymple, MCP, CBO

Building Official

20+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Master Code Professional
Certified Building Official
Combination Plans Examiner
Plumbing Plans Examiner
Mechanical Plans Examiner
Electrical Plans Examiner
Building Plans Examiner
Residential Energy Inspector/Plans Examiner
Fire Plans Examiner
Accessibility Inspector/Plans Examiner
Residential Combination Inspector
Commercial Combination Inspector
Building Code Specialist
Electrical Code Specialist
Mechanical Code Specialist
Plumbing Code Specialist

State Plumbing Inspector License
State Master Electrician License

EDUCATION

Bachelor of Arts: Theater Arts, 1992
Texas State University
San Marcos, TX

Work History

Building Inspector

Aoka LLC, Fort Worth, TX
January 2025 – Current

- Ensures compliance with state and local building codes across residential, commercial, and industrial projects.
- Manages inspection reports and coordinates with contractors, engineers, and city officials to ensure all construction meets safety and structural requirements.

Building Official

City of Converse, TX
October 2023 – December 2024

- Directed building and inspections department, implemented digital systems for electronic permit applications.
- Coordinated comprehensive plan reviews with various city departments, ensuring alignment with 2024 IRC.

Plans Examiner

City of Schertz, TX
March 2018 – October 2023

- Oversaw the permitting department, managing staff and resources during peak periods to maintain workflow efficiency.
- Conducted detailed plan reviews and inspections for diverse projects, including schools, hotels, and residential complexes.

Building Inspector

City of Schertz, TX
September 2016 – March 2018

- Managed and assigned inspection requests, ensuring that all constructions adhered to the approved plans and codes.
- Documented violations, issued compliance notices, and facilitated the resolution of construction issues.

Owner/Operator

Done Right Electric, New Braunfels, TX
July 2003 – September 2016

- Operated a full-service electrical contracting business, managing all facets from customer service to project completion.
- Ensured compliance with National Electrical Code, managing installations and repairs while supervising a team of technicians.

Alison Couch, CBO Building Official

20+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

ICC Certified Building Official
ICC Combination Building Inspector

IAPMO Combination Plumbing
Inspector
IAPMO Combination Mechanical
Inspector

IAPMO

IAPMO Combination Plumbing
Inspector
IAPMO Combination Mechanical
Inspector

TDLR

Registered Code Enforcement Officer
#8802

EDUCATION

Building Inspection Technology Program
– Butte College (2003)
Building Officials Leadership Academy –
CALBO (2019)
Sacramento Valley Leadership Academy
– SACOG (2021)

Work History

Building Official

Aoka LLC, Fort Worth TX
Sep 2025 – Present

Deputy Building Official

City of Temple, TX
Nov 2024 – Apr 2025

- Managed permit-tech team (3) and plan-review staff (2); oversaw intake, review workflow, and software enhancements.
- Represented Building Division in pre-development meetings and monthly builder-association forums.

Planning & Zoning Manager

City of Corsicana, TX
Jan 2024 – Nov 2024

- Ran full Planning & Zoning function; prepared staff reports and presented plats, variances, SUPs, and zoning cases to P&Z Commission and Council.
- Assisted Building Dept. with plan reviews and front-counter permit issuance; supervised limited staff and code enforcement.

Chief Building Official

City of Oroville, CA
Sep 2022 – Dec 2023

- Directed Building Department, inspectors, and third-party contracts; enforced California Title 24 & 25 codes.
- Coordinated cross-department development projects and met regularly with developers.

Acting Chief Building Official

City of Live Oak, CA
Sep 2020 – Sep 2022

- Oversaw Building, Code Enforcement, and Community Development; drafted policies, resolutions, and ordinances for Council approval.
- Managed inter-agency coordination (CalTrans, HCD, Fire, Sheriff) and disaster-recovery plan reviews.

Management Analyst – Community Development

City of Live Oak, CA
Jan 2016 – Sep 2020

Grants & Loans Administrator

City of Live Oak, CA
Jun 2010 – Sep 2022

Building Inspector / Code Enforcement Officer

City of Live Oak, CA
Oct 2003 – Sep 2022

Elias Fernandez, CBO

Building Official

10+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Certified Building Official (CBO)
Certified Commercial Plumbing Inspector
Certified Combination Residential Building Inspector
Certified Residential Building Inspector
Certified Residential Mechanical Inspector
Certified Residential Electrical Inspector
Certified Residential Plumbing Inspector

State of Texas

Licensed Plumbing Inspector #3846 (TSBPE)

EDUCATION

B.S., Criminal Justice – Sam Houston State University

A.A., Behavioral Sciences – San Jacinto College

Work History

Building Official

Aoka LLC, Fort Worth, TX
May 2025 - Present

Assistant Building Official

City of Katy, TX
Oct 2023 - Apr 2025

- Tailor and deploy city-wide permitting & inspection software; author standards, procedures, and training manuals.
- Review commercial & residential plans for code compliance; perform inspections (multi-family, hospitals, airports).
- Supervise 10–14 staff across plan review, inspections, permitting, and code enforcement.

Residential Plans Examiner

City of Conroe, TX
Feb 2023 – Oct 2023

- Reviewed residential building plans; conducted residential & commercial plumbing inspections.
- Advised customers on field inspection outcomes and corrective actions.

Licensed Plumbing & Combination Residential Inspector

City of Conroe, TX
Jan 2016 – Nov 2020

- Performed mechanical, electrical, plumbing, structural inspections on multi-family, hospitality, and healthcare projects.

Owner / Principal Inspector

Ferngroup Inspection Service
Nov 2020 – Present

- Founded municipal inspection consultancy; developed ordinances, procedures, and staff training; presented to city councils; managed P&L and client relationships.

President of Operations

Synergy Inspection Group
Nov 2020 – Present

- Oversaw company operations, software development, budgeting, client liaison, and training programs for multiple municipal clients.

Combination Residential Inspector

Rick Hanna CBO
Jul 2014 – Jan 2016

- Conducted plan reviews and on-site inspections for structural, electrical, mechanical, and plumbing compliance in new construction.

Belinda C. Tarver

Building Inspector

20+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

- Residential Building Inspector
- Commercial Building Inspector
- Building Inspector
- Residential Energy Inspector / Plans Examiner
- Residential Plumbing Inspector
- Commercial Plumbing Inspector
- Plumbing Inspector
- Residential Electrical Inspector
- Residential Mechanical Inspector
- Commercial Mechanical Inspector
- Mechanical Inspector
- Residential Combination Inspector
- Disaster Response Inspector
- ICC / AACE Property Manager & Housing Inspector

Texas State Board of Plumbing Examiners

- Plumbing Inspector License — Medical Gas Piping Installation Endorsement

Texas Department of Licensing & Regulation (TDLR)

- Registered Code Enforcement Officer

Associated PHCC of Texas

- Backflow Prevention Assembly Tester

Texas Department of Health

- Emergency Care Attendant

Texas Department of Agriculture

- Non-commercial Pesticide Applicator

National Center for Healthy Housing

- Healthy Homes Specialist

EDUCATION

- Bachelor of Organizational Leadership
Texas A&M University (expected Fall 2025)
- Associate of Applied Science –
Architectural Drafting

Work History

Building Inspector

Aoka LLC, Fort Worth, TX
Aug 2025 - Current

Building Official

City of Kingsville, TX
2023 – 2025

- Directed permit & inspection program; reviewed plans for code & ordinance compliance.
- Introduced new permit/inspection software; presented substandard-structure cases.
- Managed occupancy compliance, flood-plain support, and staff supervision/reporting.

Building Official

City of South Padre Island, TX
2020 – 2021

- Managed permits/inspections and code-compliance reviews for coastal municipality.
- Liaised with contractors, developers, and the public to resolve compliance issues.

Building Inspector

City of Pearland Community Development, TX
2018 – 2019

- Performed multifaceted residential & commercial inspections; advised customers on results.

Building Inspector

City of Baytown Building Services, TX
2016 – 2018

- Conducted field inspections, educating contractors & homeowners on best-practice compliance.

Building Inspector

City of McAllen Permits & Inspections, TX
2007 – 2016

- Inspected projects at all construction stages; fostered cooperative relationships among inspectors.

Code Enforcement Officer

City of McAllen Health & Code Enforcement, TX
2008 – 2010

- Enforced property-maintenance and health codes; led public education on violation abatement.

Plans Examiner

City of McAllen Permits & Inspections, TX
2006 – 2007

- Reviewed construction plans, issued correction notices, and guided applicants through requirements.

Planning Clerk

City of McAllen Planning & Zoning, TX
2004 – 2006

- Routed development applications; prepared public-hearing notices & agenda packets.

Aaron Alexander Arguello

Building Inspector

15+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Residential Building Inspector (B1)
Residential Mechanical Inspector (M1)
Residential Plumbing Inspector (P1)
Residential Electrical Inspector (E1)
Commercial Plumbing Inspector (P2)
Commercial Mechanical Inspector (M2)
Commercial Building Inspector (B2)
Building Plans Examiner (B3)
Plumbing Plans Examiner (P3)
Mechanical Plans Examiner (M3)
Accessibility Plans Examiner / Inspector
Residential Energy Plans Examiner / Inspector
Residential Plans Examiner (R3)

State & Trade

Texas Plumbing Inspector License (I-3613)
Medical Gas Endorsement

EDUCATION

High School Diploma
Wakeland High School, Frisco, TX —
June 2010

Work History

Building Inspector

Aoka LLC, Fort Worth, TX
Mar 2022 – Present

- Perform residential and commercial inspections for municipal clients.
- Ensure compliance with building, mechanical, plumbing, and electrical codes.

Building Inspector

City of McKinney, TX
Apr 2021 – Mar 2022

- Conducted full-scope inspections for new construction and remodel projects.
- Verified compliance across all major trades and applicable codes.

Building Inspector

Bureau Veritas, Plano, TX
Feb 2021 – Mar 2021

- Supported municipal inspection backlog through short-term assignment.

Building Inspector

City of Frisco, TX
Mar 2016 – Feb 2021

- Performed residential and commercial inspections; advanced to Senior Building Inspector.
- Provided guidance to contractors and ensured compliance with adopted codes.

Utilities / Water Maintenance Roles

City of Frisco, TX & Town of Prosper, TX
Oct 2010 – Mar 2016

- Maintained water meter systems and municipal utilities infrastructure.
- Developed foundational field experience in inspections, safety, and customer service.

Joseph Moore, MCP, CBO, CFM

Senior Plans Examiner

30+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Mechanical Code Specialist
Building Code Specialist
Master Code Professional
Accessibility Inspector/Plans Examiner
Residential Mechanical Inspector
Certified Building Official
Commercial Electrical Inspector
Building Inspector
Commercial Building Inspector
Building Plans Examiner
Mechanical Code Official
Commercial Mechanical Inspector
Combination Inspector
Electrical Inspector
Commercial Plumbing Inspector
Commercial Combination Inspector
Commercial Energy Plans Examiner
Residential Plumbing Inspector
Residential Combination Inspector
Residential Building Inspector
Mechanical Inspector
Residential Energy Inspector/ Plans Examiner
Plumbing Inspector
Building Code Official
Property Maintenance and Housing Inspector
Housing Code Official
Residential Electrical Inspector
Mechanical Plans Examiner
Commercial Energy Inspector

EDUCATION

Associates Degree in Applied Science,
Fire Protection Technology

St. Louis Community College at Forest
Park, St. Louis, MO
1991, Graduated with honors

Work History

Senior Plans Examiner

Aoka LLC, Fort Worth, TX
Feb 2023 - Present

- Ensures rigorous adherence to safety and building codes across diverse construction projects.

Deputy Building Commissioner

City of Maryland Heights, MO
February 2005 - October 2022

- Oversaw and regulated building and construction codes and compliance.

President

Assured Construction Compliance, LLC
May 2004 - Present

- Lead the company in providing building and construction compliance services.

Community Development Director / Building Commissioner

City of Valley Park, MO
June 2003 - May 2004

- Managed community development and enforced building regulations.

Building Official

City of Fenton, Fenton, MO
May 1999 - May 2003

- Directed the Department of Planning and Zoning, ensuring adherence to building codes.

Deputy Building Commissioner

City of University City, University City, MO
August 1995 - May 1999

- Assisted in the oversight of planning and building code enforcement.

Building Inspector / Plan Reviewer

City of Florissant, Florissant, MO
September 1990 - August 1995

- Conducted building inspections and reviewed construction plans.

Fire Inspector / Plan Reviewer

Mehlville Fire Protection District, St. Louis, MO
February 1981 - April 1990

- Inspected fire safety measures and reviewed fire safety plans.

Mechanical Inspector

St. Louis County Government, St. Louis, MO
April 1978 - February 1981

- Inspected mechanical systems and ensured compliance with codes.

David Whitaker, MCP, CBO

Senior Plans Examiner

15+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Plumbing Plans Examiner
Fire Plans Examiner
Mechanical Inspector UMC
Residential Plans Examiner
Mechanical Inspector
Building Code Official
Certified Fire Code Official
Plumbing Inspector
Accessibility Inspector/Plans Examiner
Combination Inspector - Legacy
Plumbing Code Official
Building Plans Examiner
Building Inspector
Electrical Inspector
Plumbing Inspector UPC
Fire Inspector II
Master Code Professional
Combination Inspector
Building Code Specialist
Plumbing Code Specialist

EDUCATION

Municipal Operations and Management,
Arizona State University

Work History

Senior Plans Examiner

Aoka LLC, Fort Worth, TX
Oct 2020 - Present

- Ensures that no construction project is delayed due to plan review or construction inspection, enforcing construction codes for public safety while assisting contractors, architects, and owners to meet their construction goals.

Plan Reviewer

AZ Code Consulting, LLC
May 2012 – September 2020

- Served Queen Creek, Tempe, Gilbert in the State of Arizona as an independent contractor, conducting building inspections and plan reviews.

Plan Review Supervisor

Town of Gilbert, AZ
May 2015 – March 2018

- Led, organized, and controlled building plan review activities for a town with 235,000 residents, supervising a team of eleven, including three Sr. Building Fire Plan Reviewers and five cross-functional Plan Reviewers.

Deputy Director of Planning & Zoning

Navajo County, AZ
July 2015 – May 2015

- Led planning and zoning activities, including building plan reviews and code enforcement for a county with 107,000 residents.

Plan Review Supervisor

City of Goodyear, AZ
February 2013 – May 2015

- Managed the Plan Review Division, overseeing team members and implementing process improvements while interfacing with stakeholders.

Building/Code Official

City of Kemah, Texas
August 2012 – January 2013

- Investigated complaints, wrote Notices of Violations, and performed visual vehicular observations. Provided documentation for citations and evidence, conducted plan reviews and inspections.

Bryan Parker

Fire Marshal/Safety Director

25+ Years of Experience

CERTIFICATIONS & COMMISSIONS

- Peace Officer, Master – Texas Commission on Law Enforcement
- Structural Firefighter, Master – Texas Commission on Fire Protection
- Arson Investigator, Master – Texas Commission on Fire Protection
- Fire Inspector, Master – Texas Commission on Fire Protection
- Fire Officer I – Texas Commission on Fire Protection
- Fire Officer II – Texas Commission on Fire Protection
- Fire Service Instructor I – Texas Commission on Fire Protection
- Fire Service Instructor II – Texas Commission on Fire Protection
- Fire and Life Safety Educator I & II – Texas Commission on Fire Protection
- Master Fire Marshal – Texas Commission on Fire Protection
- Driver/Operator – Pumper – Texas Commission on Fire Protection
- EMT, Licensed Paramedic – Texas Department of State Health Services
- Nationally Certified Fire & Explosive Investigator – National Association of Fire Investigators

EDUCATION

BAAS, Emergency Management Administration - West Texas A & M University

AAS, Fire Protection & Safety Technology - Weatherford College

Certified in Fire Science Protection & Safety Technology - Navarro College

Work History

Safety Director

Aoka LLC, Fort Worth, TX
January 2025 – Present

Division Chief – Fire Marshal

City of Grapevine Fire Department, Grapevine, TX
January 2015 – December 2024

- Directed complex fire investigations and data-driven decision-making.
- Supervised inspectors and investigators, optimizing education and enforcement.
- Implemented fire-prevention strategies, reducing incidents.
- Managed division budget, procurement, and staff development.

Assistant Fire Marshal – Captain

City of Grapevine Fire Department, Grapevine, TX
January 2015 – December 2024

- Evaluated fire-safety systems and recommended improvements.
- Conducted inspections of new and existing facilities for code compliance.
- Designed and delivered community outreach and training programs.

Fire Marshal

City of DeSoto Fire Rescue, DeSoto, TX
January 2008 – December 2015

- Investigated fire scenes, collected evidence, and supported prosecutions.
- Coordinated multi-agency responses to structure fires and haz-mat incidents.
- Developed and led fire-safety training and public education initiatives.

Firefighter Paramedic (Arson Investigator)

City of DeSoto Fire Rescue, DeSoto, TX
June 1998 – December 2007

- Conducted arson investigations and managed evidence collection.
- Administered emergency medical aid and firefighting operations.
- Delivered fire-safety training and enforced evacuation protocols.

Kota Wharton, MCP, CBO, CFM Building Plans Examiner

LICENSES/CERTIFICATIONS

International Code Council (ICC)

Master Code Professional
Certified Building Official
Fire Plans Examiner
Mechanical Plans Examiner
Plumbing Plans Examiner
Electrical Plans Examiner
Accessibility Inspector/Plans Examiner
Commercial Mechanical Inspector
Residential Mechanical Inspector
Commercial Plumbing Inspector
Plumbing Inspector
Mechanical Inspector
Building Plans Examiner
Building Inspector
Fire Codes and Standards
Building Codes and Standards
Management Module
Legal Module
Residential Electrical Inspector
Commercial Electrical Inspector
Combination Inspector

Emergency Medical Technician (EMT) -
National Registry of Emergency Medical
Technicians
Notary Public Commission - State of Ohio
LEED Green Associate - U.S. Green
Building Council

EDUCATION

Unitek EMT - Emergency Medical
Technician
June 2019 - July 2019

Upper Arlington High School
High School Diploma, 2019

Work History

Building Plans Examiner

Aoka LLC, Fort Worth, TX
June 2024 - Present

- Reviews building, fire protection, mechanical, plumbing, and electrical plans for code compliance.
- Collaborates with project teams to ensure timely, accurate plan examinations.

Building Permit Coordinator

City of Grove City, Grove City, OH
March 2023 - May 2024

- Streamlined permit processing and maintained adherence to building codes.
- Coordinated between inspectors, contractors, and administration to ensure compliance.

Certified Permit Technician

City of Grove City, Grove City, OH
July 2021 - March 2023

- Managed permit intake and preliminary code reviews to support the permitting process.
- Provided clear documentation and customer support to applicants.

Communications Technician

City of Grove City, Grove City, OH
March 2021 - July 2021

- Offered clerical and technical support, handling inquiries and departmental communications.

Caseworker

North Central Mental Health Services, Inc., Columbus, Ohio
November 2019 - March 2021

- Conducted client assessments and coordinated community service referrals.

Jeremy Lucas

Fire Plans Examiner

7+ Years of Experience

LICENSES/CERTIFICATIONS

Intermediate Wildland Firefighter
Master Structure Firefighter
Instructor II
Hazardous Materials Technician
Fire Officer I
Master Arson Investigator
Master Fire Investigator
Master Fire Inspector
Hazardous Materials Incident Commander
Plan Examiner 1
Fire and Life Safety Educator 1
Basic Fire Marshal

EDUCATION

Columbia Southern University
Associate of Applied Science in Fire
Science

Jeremy Lucas brings decades of experience in fire safety, investigation, and emergency response since beginning his career in 1996. Rising through the ranks from Firefighter to Captain and Division Chief, he now leads with expertise and dedication. Jeremy holds an Associate of Applied Science in Fire Science from Columbia Southern University and multiple advanced certifications, including Firefighter, Arson Investigator, and Fire Inspector. He is also an Advanced Peace Officer, EMT, and certified instructor in both police and fire disciplines. Known for his critical thinking, empathetic leadership, and systematic approach, Jeremy is a trusted leader committed to public safety and community service.

Work History

Fire Plans Examiner

Aoka LLC, Fort Worth, TX
May 2024 - Present

Fire Marshal/Assistant Chief

The Colony, Texas
Jan 2023 - May 2024

Fire Marshal/Division Chief

The Colony, Texas
Oct 2020 - Jan 2023

Interim Fire Marshal/Division Chief

The Colony, Texas
Aug 2020 - Oct 2020

Assistant Fire Marshal/Captain

The Colony, Texas
Nov 2018 - Aug 2020

Lieutenant

City of Wichita Falls Fire Department
Jul 2010 - Nov 2018

Andrew Flores Fire Inspector

15+ Years of Experience

LICENSES/CERTIFICATIONS

Advanced Structure Firefighter
Advanced Fire Inspector
Plan Examiner 1
Basic Wildland Firefighter
Hazardous Materials Technician
Driver Operator-Aerial
Driver Operator-Pumper

EDUCATION

Southwest High School | San Antonio

Andrew, with over 16 years of experience as a Firefighter and Fire Inspector at Aoka, specializes in emergency response and fire safety. He is proficient in advanced firefighting, handling hazardous materials, and scrutinizing safety plans. Known for his strong enforcement of fire codes and meticulous review of new business plans, Andrew demonstrates a steadfast commitment to public safety and regulatory compliance. His analytical skills and collaborative nature make him a vital member of the Aoka team.

Work History

Fire Inspector

Aoka LLC, Fort Worth, TX
May 2024 - Present

Fire Inspector

City of La Vernia
Oct 2015 - Feb 2023

Firefighter EMT/Fire Inspector

City of Balcones Heights
Mar 2008 - Oct 2015

Victor Moreno, RS, MPH

Health Inspector

20+ Years of Experience

LICENSES/CERTIFICATIONS

State & Professional

Registered Sanitarian (Texas) — Mar 2012 – Mar 2026
Designated Representative - Austin, TX (Nov 2025 – Present)
OSSF Inspector — Pending (Nov 2025)

Safety & Risk

OSHA 30 Certification (Texas) — Oct 2024 – Oct 2029
Infection Control Certification (Texas) — Oct 2024 – Oct 2026
Corporate Risk Manager Certification (Texas) — Oct 2024 – Oct 2029

Education / Training Certifications

PE All-Level Certification (TEA) — Oct 2024 – Present

EDUCATION

PhD, Public Health (Environmental & Occupational Health)
Walden University — 2025 – Present

Master of Public Health (MPH)
Walden University — 2022 – 2025

Bachelor of Science
Texas A&M University-Kingsville — 1995 – 2000

Work History

Health Inspector

Aoka LLC, Fort Worth, TX
2026 – Current

Lead Environmental Compliance Senior

City of Austin
Sep 2022 – Present

- Leads permitting, plan review, and inspection services for municipal and private clients.
- Supports operational improvements, staff coordination, and certification tracking.

Deputy Building Official

City of Temple, TX
Nov 2024 – Apr 2025

- Managed permit intake, plan review workflow, and software enhancements.
- Represented Building Division in pre-development meetings and builder forums.

Planning & Zoning Manager

City of Corsicana, TX
Jan 2024 – Nov 2024

- Directed Planning & Zoning operations; prepared and presented cases to P&Z Commission and Council.
- Supported Building Division with plan reviews, front-counter permitting, and limited staff supervision.

Chief Building Official

City of Oroville, CA
Sep 2022 – Dec 2023

- Directed Building Department operations, inspectors, and third-party providers.
- Enforced California Title 24 & 25 codes and coordinated development projects with stakeholders.

Acting Chief Building Official

City of Live Oak, CA
Sep 2020 – Sep 2022

- Oversaw Building, Code Enforcement, and Community Development functions.
- Drafted policies and ordinances; coordinated inter-agency and disaster-recovery plan reviews.

Management Analyst – Community Development

City of Live Oak, CA | Jan 2016 – Sep 2020

Grants & Loans Administrator

City of Live Oak, CA | Jun 2010 – Sep 2022

Building Inspector / Code Enforcement Officer

City of Live Oak, CA | Oct 2003 – Sep 2022

Corin Hooper, AICP

Senior AICP Certified Planner

8+ Years of Experience**LICENSES/CERTIFICATIONS****AICP****EDUCATION**

Master of City and Regional Planning
Georgia Institute of Technology - Atlanta, GA

Bachelor of Science in Regional
Development
University of Arizona - Tucson, AZ

Work History**Senior AICP Certified Planner**

Aoka LLC, Fort Worth, TX
Nov 2023 - Present

Principal Planner

City of San Antonio
Apr 2021 - Nov 2023

- Leads the Current Planning Program, supervising professional planners and support personnel.
- Manages project assignments, oversees compliance with development codes, and maintains liaisons with city divisions and local stakeholders.
- Ensures timely and accurate reporting to Planning and Zoning Commissions and performs site inspections to verify compliance with development codes.

Senior Planner

BJCTA MAX, Birmingham, AL
Apr 2019 - Apr 2021

- Developed over 120 infrastructure maps for client budget meetings and performed comprehensive service performance and financial effectiveness analyses.
- Coordinated with various personnel to improve transit routes and managed National Transit Database reporting.

Regional Encroachment Planner

AGEISS Inc, San Antonio, TX
Jan 2018 - Apr 2019

- Managed GIS data creation and analysis, including over 50 shape files of Accident Potential Zones for Continental United States locations.
- Supported community engagement and compliance efforts through detailed GIS presentations and reports.

GIS Technician

Apple via Apex Systems Inc, Austin, TX
May 2016 - Sep 2017

- Conducted data analysis and validation, managed content reporting, and supported data inquiry responses across various organizational departments.

Sid Rivers, AICP

Senior AICP Certified Planner

15+ Years of Experience

LICENSES/CERTIFICATIONS

AICP – Certified Planner, American Institute of Certified Planners (2015 – Present)

EPA Grants Management Certification

Certified Emergency Medical Technician (1997 – 2022)

EDUCATION

Master of Urban Planning & Public Administration
Eastern Washington University, Spokane, WA

Bachelor of Science, Geology
Minor: Environmental Science
The Evergreen State College, Olympia, WA

Work History

Senior AICP Certified Planner

Aoka LLC, Fort Worth, TX
2026 – Current

Technical Assistance Coordinator

Endyna, Inc.
2024 – 2025

- Managed 13 remote staff across four time zones supporting EPA grant programs.
- Provided technical assistance, case management, compliance, and reporting support to communities, tribal groups, and local governments.
- Presented EPA grant information publicly, emphasizing environmental justice and cultural sensitivity.

Senior Planner

Summit County, Frisco, CO
2012 – 2023

- Led zoning, land-use, and site-plan reviews for complex development applications.
- Prepared staff reports and presented findings at public hearings and board meetings.
- Negotiated development requirements; supported rezonings and land acquisitions for capital projects, affordable housing, open space, and trails.
- Collaborated with County Commissioners, Planning Commission, state agencies, and stakeholders on development code and policy updates.
- Revised regulations to align with climate action, housing, and county-wide goals.
- Supervised junior staff and managed consultant teams for multiple master-plan updates, including Comprehensive Plans, Open Space & Trails, and Hazard Mitigation Plans.

Pepito P. Bunion, PE, CFM Civil Engineer

30+ Years of Experience

LICENSES/CERTIFICATIONS

International Code Council (ICC)

ICC Certified Building Plans Examiner
ICC Certified Plumbing Plans Examiner
ICC Certified Commercial Energy Plans Examiner
ICC Certified Residential Energy Inspector/Plans Examiner
ICC Certified Accessibility Inspector/Plans Examiner

Professional Engineer, P.E. (Texas)
Certified Floodplain Manager (Texas)
Engineer In Training, EIT (Texas)

Work History

Civil Engineer Plan Examiner and Flood Plain Manager

Aoka LLC, Fort Worth, TX
Jun 2023 - Present

Civil Engineer

Development Services, Carrollton, TX
Dec 2011 - Jun 2023

- Manages commercial and residential development projects.
- Reviews civil engineering plans for compliance with codes and ordinances.
- Coordinates design and issuance of project permits and responds to stakeholder inquiries.

Graduate Civil Engineer

Development Services, Carrollton, TX
Feb 2008 - Dec 2011

- Analyzed and reviewed engineering aspects of commercial and residential developments.
- Coordinated project permitting and compliance with city, state, and federal regulations.

Plans Examiner II

Building Inspection Department, Frisco, TX
May 2006 - Feb 2008

- Led the examination of building plans, ensuring compliance with regulations.
- Served as a primary contact for stakeholders, coordinating site development processes.

Plans Examiner

Building Inspection Department, Lubbock, TX
Dec 2001 - Jan 2006

- Reviewed building plans and coordinated the development process, ensuring compliance with city ordinances and codes.

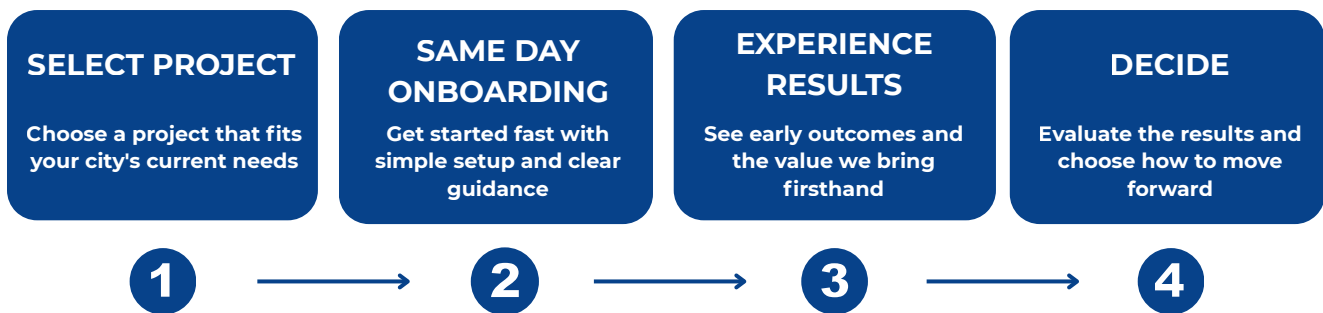
The Aoka Guarantee | Try Us Today - Risk Free

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ICC MCPs & CBOs, Licensed Plumbing, Electrical & Certified Fire Inspectors
- **Rapid Results**
Industry-Leading Plan Review Turnaround Time & Next Day Inspections
- **Customized Solutions**
Prioritize Key Projects With Tailored Solutions
- **True Partnership**
Our Experts as Your Extended Team
- **Aoka's Vertex Plans**
Permitting, Scheduling & Inspections – Instant Access, Updates & Reporting
- **Aoka Guarantee**
Risk-Free Pilot Project, No RFP, No Commitments - Just Results!

Your Confidence Matters - Let Us Earn It!

Choosing the right partner can feel challenging. We get it.

That's why we invite you to start with a simple, zero-risk pilot project. Experience our commitment to accuracy, transparency, and swift execution—without any obligation.



Ready to Experience the Aoka 5-Star Difference?

“Partnering with Aoka has been a game changer for Winona. Their team is responsive, professional, and consistently delivers exceptional service—both to us and our residents.”
★★★★★ – City of Winona, TX

“Aoka’s inspections are second to none—thorough, professional, and proactive. Their clear, actionable feedback via virtual inspections catches issues early and spares us costly delays.”
★★★★★ – HUD Administrator, San Antonio, TX

Get in touch

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🖱 www.aokaengineering.com

