

**SECOND AMENDMENT TO THE AGREEMENT FOR CONSULTING SERVICES  
BETWEEN THE CITY OF REDONDO BEACH  
AND MELAD AND ASSOCIATES, INC.**

This Second Amendment to the Agreement for Consulting Services (“Second Amendment”) is made between the City of Redondo Beach, a chartered municipal corporation (“City”) and Melad and Associates, Inc., a California corporation (“Consultant” or “Contractor”).

WHEREAS, on July 15, 2025, the parties entered into the Agreement for Consulting Services between the City and Consultant (the “Agreement”); and

WHEREAS, on December 2, 2025, the parties entered into the First Amendment to the Agreement (“First Amendment”) to increase Consultant’s compensation limit to \$340,000; and

WHEREAS, the parties desire to amend the Agreement.

NOW THEREFORE, in consideration of the promises and mutual covenants contained herein, and intending to be legally bound, the parties hereby agree to make the following amendment to the Agreement:

1. **COMPENSATION.** Exhibit “C” of the Agreement, as amended by Exhibit “C-1”, is hereby amended to add Exhibit “C-2” to increase Consultant’s total compensation limit by \$160,000, setting a new limit of \$500,000. Exhibit “C-2” is attached hereto and incorporated by this reference. Consultant shall be compensated for the services described in Exhibit “A” of the Agreement.
2. **NO OTHER AMENDMENTS.** Except as expressly stated herein, the Agreement shall remain unchanged and in full force and effect. The Agreement, First Amendment, and this Second Amendment constitute the entire agreement between the parties and supersede any previous oral or written agreement with respect to the subject matter hereof. In the event of any inconsistency between the terms of the Agreement, First Amendment, and this Second Amendment, the terms of this Second Amendment shall govern.

SIGNATURES ON THE NEXT PAGE

IN WITNESS WHEREOF, the parties have executed this Second Amendment in Redondo Beach, California, as of this 10<sup>th</sup> day of February, 2026.

CITY OF REDONDO BEACH,  
a chartered municipal corporation

MELAD AND ASSOCIATES, INC.,  
a California corporation

\_\_\_\_\_  
James A. Light, Mayor

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
Eleanor Manzano, City Clerk

\_\_\_\_\_  
Diane Strickfaden, Risk Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Joy A. Ford, City Attorney

## EXHIBIT “C-2”

### COMPENSATION

Provided Consultant is not in default under the Agreement, as amended, Consultant shall be compensated as provided below.

- I. **AMOUNT.** For any plan reviews, inspections, or additional onsite services requested by the City on or after July 16, 2025, the payment structure outlined in Sections I.A and I.B of this Exhibit “C” shall apply.

Any plan reviews, inspections, and additional services associated with those plan reviews and inspections, that were assigned by the City prior to July 16, 2025, regardless of whether such services are still ongoing, shall be compensated in accordance with the terms of the Agreement between the City and Consultant dated April 2, 2024.

- A. Plan Review Services. If City assigns Consultant to provide plan review services, Consultant shall be paid 60% of the plan check fees collected by the City for each assigned project, except where hourly rates apply as set forth in the tables below.

The applicable plan checks fees are established by the City’s Master Fee Schedule, as adopted and as may be amended from time to time by the City Council.

Consultant shall be responsible for accessing the plan check fee details for each assigned project through the City’s online portal at [redondobeachca.portal.iworq.net](http://redondobeachca.portal.iworq.net), and for using that information to determine the 60% allocation, as further described in Section III of this Exhibit “C”.

TYPE OF REVIEW	FEES
Complete Plan Review	60% of the fee established by the City (Plan review fees include the initial review and two additional re-checks). Additional hourly rate of \$90 will apply after the third review.
Accelerated Plan Review	Will be charged only when requested by the City, at the regular fee plus an additional 50% of the plan check fee.

Upon City’s prior written request and in lieu of complete building plan checks, separate model code checks may be approved by the City. The following fully burdened rates shall apply.

<i>*In lieu of complete building plan checking, requests may be approved for separate model code checks, and fees may be applied accordingly.</i>	
Electrical/Title 24	\$90 per hour.
Mechanical/Title 24	\$90 per hour.
Plumbing	\$90 per hour.
Grading Plan Review	60 % of the fees to be established by the City or \$90 per hour with a minimum fee of \$360.

*\* Certain services, including additional plan review beyond the third re-check and model code checks, may be billed at hourly rates as specified in the foregoing tables. Where both a percentage based and hourly rate are referenced (e.g., Grading Plan Review), compensation shall be the lesser of the two methods.*

- B. Inspections and Additional Onsite Services. For any onsite services described in Sections I.B and I.C of Exhibit “A”, Consultant shall be compensated at the full burdened hourly rates set forth below:

**On Site Staffing and Capability and Rate Per Hour**

*Staffing Fee Schedule*

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

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

POSITION	HOURLY RATE
Certified Building Official	\$150 per hour
In-House Plan Check Engineer	\$120 per hour
MEP Plan Reviewer	\$100 per hour
Combination Building Inspector	\$90 per hour
Senior Building Inspector	\$100 per hour
Permit/Plan Technician	\$90 per hour
CASp/Fire Plan Checker	\$100 per hour

- C. Travel Time Non-Compensable. Consultant shall not invoice for, and shall not be entitled to receive any compensation for time spent traveling to or from any location, including but not limited to project sites, meetings, or the City’s offices. All travel time shall be deemed part of the Consultant’s overhead and included within the fully burdened hourly rates or fixed fees set forth in this Exhibit “C”. This restriction applies regardless of distance traveled, mode of transportation, or time of day.

- II. **NOT TO EXCEED AMOUNT.** Notwithstanding the foregoing, in no event shall the total amount paid to Consultant exceed \$500,000 under the Agreement and any amendments hereto.

- III. **METHOD OF PAYMENT.** Consultant shall submit monthly invoices, based on the services performed in the preceding month, for City approval and payment. Invoices must be itemized and include:

- A. Project identification
- B. Total plan check fee collected by the City
- C. Consultant's 60% share of that collected amount.
- D. Number and type of reviews performed
- E. Date of service.
- F. Staff title.
- G. Type of review.
- H. Applicable hourly rate (if applicable).
- I. Number of hours worked (if applicable).
- J. Corresponding amount.
- K. Total amount.
- L. Any City approved subcontractor invoices.

Invoices must be adequately detailed, based on accurate records, and in a form reasonably satisfactory to City. Consultant may be required to provide back-up material upon request.

- IV. **SCHEDULE FOR PAYMENT.** City agrees to pay Consultant within forty-five (45) days of receipt of the invoice; provided, however, that the services are completed to the City's full satisfaction and there is no dispute over the amount.
- V. **NOTICE.** Written notices to City and Consultant shall be given by email, registered or certified mail, postage prepaid and addressed to or personally served on the following parties.

Consultant: Melad and Associates, Inc.  
8907 Warner Ave, Ste 161  
Huntington Beach, CA 92646  
Attention: James Melad  
Email: [Jmelad@meladinc.com](mailto:Jmelad@meladinc.com)

City: City of Redondo Beach  
Community Development Department, Building Division  
415 Diamond Street  
Redondo Beach, CA 90277  
Attention: Mercedes Amely Program Coordinator  
Email: [mercedes.amely@redondo.org](mailto:mercedes.amely@redondo.org)

All notices, including notices of address changes, provided under the Agreement, as amended, are deemed received as follows: (1) on the second business day after emailing, provided that no "bounce-back" or similar message indicating non-delivery is received; (2) on the third day after mailing if sent by registered or certified mail; or (3) upon personal delivery. Changes in the respective address set forth above may be made from time to time by any party upon written notice to the other party in accordance with this section.