



**EXPERT
MODULAR
CONSULTANTS, LLC**

13103 W. Linebaugh Avenue, Suite 102
Tampa, FL 33626
813 – 336 - 4930

October 25, 2024

Mary Swift
Indiana Department of Homeland Security
Fire and Building Code Enforcement
302 W. Washington Street, Room # E208
Indianapolis, IN 46204

Via E-Mail: mswift@dhs.in.gov & FedEx Ground

RE: Application for Approval as a Third-Party Inspection Agency (Renewal)
Indiana Industrialized Buildings Program
675 IAC 15-1.5

Dear Ms. Swift:

Please accept this letter as Expert Modular Consultants' application for approval (renewal) as a third-party inspection agency under the Indiana Industrialized Buildings Program. The information provided in our previous application, submitted on October 31, 2023, continues to be current.

Our check in the amount of \$550 is enclosed to cover the required renewal fee.

Please email approval letter to: kvan@expertmodular.com

We appreciate your assistance and look forward to continued participation in the Indiana Industrialized Buildings Program.

Respectfully,


Robert A. Johnson
President

Enclosures: Check (\$550 renewal fee)

EXPERT MODULAR CONSULTANTS, LLC
13103 W LINEBAUGH AVE STE 102
TAMPA, FL 33626
(813) 336-4930

1038
63-27831 FL
1395

DATE OCTOBER 25 2024

PAY
TO THE
ORDER OF

DEPARTMENT OF FIRE AND BUILDING SERVICES FUND

\$ 550.00

FIVE HUNDRED AND FIFTY

00 DOLLARS



BANK OF AMERICA

ACH #17 0631 00277

FOR INDIANA TOWER PRETY INSPECTION AGENCY
AUTHORIZATION RENEWAL FEE

Robert A. J.

⑆001038⑆ ⑆063100277⑆ 801534052301⑆

COPY OF CHECK

Expert Modular Consultants, LLC
Application for Approval as a Third-Party Inspection Agency
Indiana Industrialized Buildings Program
Table of Contents

675 IAC 15-1.5-2(b)(1)-(6): Company Information

675 IAC 15-1.5-2(b)(7): Organizational Chart

675 IAC 15-1.5-2(b)(8): Certification to Comply with Rules and Code

675 IAC 15-1.5-2(b)(9): Resumes

675 IAC 15-1.5-2(b)(10): Agency Experience

675 IAC 15-1.5-2(b)(10): Other State Approvals

675 IAC 15-1.5-2(b)(10) & (11): List of Manufacturers and Status

675 IAC 15-1.5-3(c): Training Program

675 IAC 15-1.5-4: Conflict of Interest

Expert Modular Consultants, LLC
Application for Approval as a Third-Party Inspection Agency
Indiana Industrialized Buildings Program
Table of Contents

675 IAC 15-1.5-2(b)(1)-(6): Company Information

1. Company Name: Expert Modular Consultants, LLC
2. Mailing Address: Expert Modular Consultants, LLC
13103 W Linebaugh Ave, Suite 102
Tampa, FL 33626
3. Physical Address: Expert Modular Consultants, LLC
13103 W Linebaugh Ave, Suite 102
Tampa, FL 33626
4. Telephone No.: 813-336-4930
5. FAX No.: N/A
6. E-mail Address: bjohnson@expertmodular.com
7. Contact Person: Bob Johnson (President)

**Expert Modular Consultants
Application for Approval as a Third-Party Inspection Agency
Indiana Industrialized Buildings Program**

675 IAC 15-1.5-2(b)(7): Organizational Chart for In-Plant Inspections

TPIA Manager

Arthur L. (Larry) Kay, R.A.

Supervisor of Inspections

Robert A. Johnson

Inspectors

Robert A. Johnson
Regina Strickland-West



**EXPERT
MODULAR
CONSULTANTS, LLC**

13103 W. Linebaugh Avenue, Suite 102
Tampa, Florida 33626
Tel: 813-336-4930

September 28, 2015

Indiana Department of Homeland Security
Division of Fire and Building Safety
Code Enforcement and Plan Review Branch
302 W. Washington Street, Room #E241
Indianapolis, IN 46204

RE: 675 IAC 15-1.5-2 Sec 2 (b)(8)

To Whom It May Concern:

This is to certify that Expert Modular Consultants, LLC will comply with all applicable rules of the commission and the Indiana Code when performing Third Party Inspection Agency functions under the Indiana Industrialized Buildings Program.

Sincerely,

Robert A. Johnson
President

**Expert Modular Consultants
Application for Approval as a Third-Party Inspection Agency
Indiana Industrialized Buildings Program**

675 IAC 15-1.5-2(b)(9) Resumes

Resumes for each person named in the inspection agency organizational chart are on the following pages.

Robert A. Johnson
Summary of Qualifications

Page 1 of 2

Experience

- March 2014- Present Expert Modular Consultants LLC– Tampa, FL – President
- Train/supervise building plan reviewers and inspectors
 - Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
 - Review manufacturers' quality control manuals
 - Perform in-plant inspections of modular buildings during production
 - Audit manufacturers' quality control programs
 - Provide code consulting services
- April 1996 – March 2014 RADCO – Long Beach, CA – Director of Modular Building Department
- Train/supervise building plan reviewers and inspectors
 - Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
 - Review manufacturers' quality control manuals
 - Perform in-plant inspections of modular buildings during production
 - Audit manufacturers' quality control programs
 - Provide code consulting services
- April 1984 – March 1996 Hilborn, Werner, Carter – Clearwater, FL – Director of Inspections
- Director of inspections for modular buildings and prefab building components
 - Train/supervise inspectors
 - Perform in-plant inspections of modular buildings during production
 - Audit manufacturers' quality control programs
- Nov 1979 – April 1984 National Conference of States on Building Codes and Standards – Herndon, VA
- Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
 - Review manufacturers' quality control manuals
 - Perform in-plant inspections of manufactured housing during production
 - Audit manufacturers' quality control programs
 - Conduct annual performance assessments of state and private design review and inspection agencies for compliance with federal program requirements

Education

Princeton University – B.A. – Architecture and Urban Planning - 1978

Robert A. Johnson
Summary of Qualifications

Page 2 of 2

Professional Certifications

International Code Council (ICC) Certification No. 5181680

- Building Inspector
- Building Plans Examiner
- Commercial Electrical Inspector
- Commercial Energy Inspector
- Electrical Plans Examiner
- Mechanical Inspector
- Mechanical Plans Examiner
- Plumbing Inspector
- Plumbing Plans Examiner
- Residential Combination Inspector
- Residential Energy Inspector/Plans Examiner

Industrialized Buildings Commission

- Plans Examiner Level 1 (P-057)
- Industrialized Buildings Inspector (I-086)

State of Florida Department of Business and Professional Regulation

- Standard Inspector (BN2563)
- Modular Inspector (SMI20)
- Modular Plans Examiner (SMP29)

State of Louisiana State Uniform Construction Code Council

- Certified Third Party Provider (U00332)
- All disciplines listed above under International Code Council (ICC)

State of North Carolina Modular Building Program

- Commercial Modular Building Inspector – all disciplines
- Commercial Modular Building Plans Examiner – all disciplines
- Residential Modular Building Inspector – all disciplines
- Residential Modular Building Plans Examiner – all disciplines

State of Ohio Board of Building Standards (4472)

- Non-Residential Industrialized Unit Inspector
- Residential Industrialized Unit Inspector

Texas Industrialized Housing and Buildings Program

- Third Party Inspector (IHI-36)
- Plan Reviewer – All Disciplines (structural; mechanical; electrical; plumbing; building planning; fire safety; accessibility)

Arthur L. (Larry) Kay, R.A.
Summary of Qualifications

Page 1 of 2

Experience

- April 2014-
Present Expert Modular Consultants LLC – Tampa, FL
- Professional of Record in responsible charge of plan review and inspection activities under several state modular building programs
Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
Review manufacturers' quality control manuals
Perform in-plant inspections of modular buildings and audit QC programs
Code consulting (all disciplines)
- May 2008-
April 2014 RADCO – Tampa, FL
- Professional of Record in responsible charge of plan review and inspection activities under several state modular building programs
Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
Review manufacturers' quality control manuals
Perform in-plant inspections of modular buildings and audit QC programs
Code consulting (all disciplines)
- 2007-2008 Terracon Consultants – Tampa, FL
- Project Manager who performed Property Condition Assessments (PCAs), Due Diligence, Environmental Phase I Site Assessments (ESAs), and Asbestos Surveys.
- 2006 Decaf Inspections – Tampa, FL
- Owner and operator of full service residential inspection firm.
- 2002-2006 Arizona SunTech / Inspection Specialists – Phoenix, AZ
- Director of operations for private post-secondary school of home inspection training and residential inspection firm. Designed curriculum, taught classes, reviewed student reports for state board approval, and supervised budget. Supervised inspectors and performed full residential inspections (slab to roof).
- 1997-2001 Mason Blau & Associates – Clearwater, FL
- Graduate Architect in firm specializing in health care and commercial building projects with responsibilities for technical project planning and management. Coordinated programming, schematic design, design development, construction documents, bidding, construction administration, code research and shop drawing reviews. Mentored architectural interns.

**Arthur L. (Larry) Kay, R.A.
Summary of Qualifications**

Page 2 of 2

Experience continued

1995-1997 Hilborn, Werner, Carter and Associates – Clearwater, FL

Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy).
Design and drafting of modular building plans.

Professional Registrations

Registered Architect in the following states:

Alabama	7920
Connecticut	ARI.0013243
Florida	AR-93849
Georgia	RA013414
Illinois	001.02284
Indiana	AR11500162
Louisiana	8499
Maine	ARC4412
Massachusetts	32249
New York	035405
North Carolina	12409
Pennsylvania	RA408179
South Carolina	8740
Tennessee	104838
Texas	23469
West Virginia	5199

Education

Illinois Institute of Technology (Chicago) – Bachelor of Architecture: 1995

Professional Organizations

Member of American Institute of Architects
Member of American Society of Home Inspectors (inactive)

Catherine Ramirez Elbo
Summary of Qualifications

Page 1 of 2

Experience

- July 2014 – Expert Modular Consultants, LLC – Tampa, FL
- Plans Examiner: Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
Review manufacturer's quality control manuals and structural calculations.
Code consulting (all disciplines)
- March 2013- June 2014 RADCO – Long Beach, CA
- Plans Examiner: Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
Review manufacturer's quality control manuals and structural calculations.
Code consulting (all disciplines)
- March 2008- July 2008 Zoser Design Build Group, Inc. – Winter Park, FL
- Project Manager. Manage internal office operations including: architectural design and drafting; construction documents; construction administration for residential and commercial projects.
- Jan 2006 - Jan 2008 Bay Area Remodelers, Inc. – Clearwater, FL
- Architectural Designer. Prepared and coordinated project plans and construction documents for sunroom additions. Coordinated applications for building permits. Performed field inspections to verify compliance with construction documents.
- Feb 2000 – Sep 2005 Zoser Design Build Group, Inc. – Winter Park, FL
- Architectural Designer/Project Coordinator. Architectural design. Coordinated preparation and delivery of project plans and construction documents to comply with client objectives and building code requirements. Construction administration and review of shop drawings. Performed field inspections to verify compliance with construction documents and resolve problems. Residential and commercial projects.
- May 1997 – Sep 1998 Zenitaka – IADECCO, JO – Gresik – East Java, Indonesia
- Architect. Design and drafting of shop drawings and as-built drawings and material take-off calculations for the Gresik Copper Smelter project. Inspect metal fabrications.
- Jan 1995 – Mar 1997 Correa Zenitaka, Inc. – Makati, Philippines
- Job Captain/Draftsman. Prepare and supervise production of shop and as-built drawings and architectural drawings.

**Catherine Ramirez Elbo
Summary of Qualifications**

Page 2 of 2

Experience (continued)

1991- RAD-Tech Construction – Manila, Philippines
1994

 Draftsman. Prepare construction drawings (architectural; structural; mechanical;
 plumbing; electrical.)

Education

Mapua Institute of Technology (Manila, Philippines) – Bachelor of Science in Architecture – 1996

Crescent Technologies Institute (Manila, Philippines) – Computer Aided Drafting and Design – 1998

Professional Registrations

Licensed Architect – Philippines

In the process of obtaining registration in Florida. Architectural Registration Exam Candidate ID No.
01477363

National Council of Architectural Registration Boards (NCARB) No. 147653

S.A. Acosta
Summary of Qualifications

Experience

April 2014 – Present Expert Modular Consultants, LLC – Tampa, FL

Assists with scheduling of plan review projects and inspection projects.
Assists with submitting approved documents to state agencies.
Maintains records of approved plans and inspection reports.
Label (Insignia) coordinator for EMC and state labels.

Oct 2007- Feb 2014 RADCO – Tampa, FL

Assists with scheduling of plan review projects and inspection projects.
Assists with submitting approved documents to state agencies.
Maintains records of approved plans and inspection reports.

Jake Waters
Summary of Qualifications

Experience

August 2018 – Present Expert Modular Consultants, LLC – Tampa, FL

Plans Examiner: Review building plans for code compliance (building; planning; life safety; structural; accessibility; electrical; plumbing; mechanical; energy)
Code consulting (all disciplines)

April 2017- July 2018 Seeman Home Builders – Tampa, FL

Construction Assistant: Assist in planning and design of home; read and apply architectural specifications per blueprints; Provide physical support for all trades on site.

July 2015- April 2017 MegaSteel - Tampa, FL

Structural Ironworker: Read and apply iron structural blueprints and shop drawings; read architectural specifications to determine task and materials sequencing; Accurately measure and mark for layout and drilling; demonstrate working knowledge and understanding of structural steel components.

Education

April 2017 – Present Hillsborough Community College/Everglades University – Tampa, FL
BA in Construction Management

July 2015 Santa Fe College – Gainesville, FL
AA in Environmental Science

Certifications

May 2018 Autodesk Certified User
Hillsborough Community College – Tampa, FL

**Regina Strickland-West
Summary of Qualifications**

Page 1 of 2

Experience Related to Inspections:

Modular Building Inspector Expert Modular Consultants, LLC	August 2020-present
Quality Auditor ICC NTA, LLC	March 2017-July 2020
Chief Building Inspector City of Tifton	October 2016-March 2017
Building Official City of Moultrie Planning and Community Development Department	May 2015 - September 2016
Administrative Coordinator / Permit Technician City of Moultrie Planning and Community Development Department	March 2006 –May 2015
Area Coordinator (Supervisor) Clayton Manufactured Homes	March 2001 - May 2002
Quality Assurance Manager Fleetwood Homes of Georgia	September 2000 – March 2001
Quality Assurance Manager General Manufacturing Housing	May 1999 – September 2000
Job Process / Quality Coordinator Fleetwood Homes of Georgia	August 1994 – May 1999

Professional Certifications

International Code Council (ICC) 8004782
Accessibility Inspector/Plans Examiner
Fire Inspector Levels I & II
Residential and Commercial Combination Inspector
Residential and Commercial Electrical Inspector
Residential and Commercial Building Inspector
Residential and Commercial Plumbing Inspector
Residential and Commercial Mechanical Inspector
Residential and Commercial Energy Inspector
ICC / AACE Property Maintenance and Housing Inspector
Permit Technician

Industrialized Building Commission (IBC)
Industrialized Building Inspector (I-297)

State of California Department of Housing and Community Development
California Factory Built Housing QA Inspector (FBH) IF1501311
California Mfg Housing QA Inspector (MH) IMI 1501683

State of Florida Department of Business and Professional Regulation
Modular Inspector (SMI-104)

State of Louisiana State Uniform Construction Code Council
Certified Third Party Provider (U02636)

All disciplines listed above under International Code Council (ICC)

**Regina Strickland-West
Summary of Qualifications**

Page 2 of 2

State of North Carolina Modular Building Program
Commercial Modular Building Inspector – all disciplines
Residential Modular Building Inspector – all disciplines

State of Ohio Board of Building Standards
Residential and Non-Residential Industrialized Unit Inspector (6232)

Texas Industrialized Housing and Buildings Program
Third Party Inspector (IHI-218)

Education

2014 International Association of Certified Home Inspectors
Major: Professional Certified Inspector - Certificate

2013 Allied Business Schools
Major: Professional Home Inspector - Certificate

Moultrie Technical College
2008 Major: Carpentry – Certificate
Relevant Coursework: Construction Print Reading Fundamentals, Site Layout, Footers/Foundations, Floor Framing, and Wall Framing

2007 Major: Business Office Technology - Diploma
Relevant Coursework: Advanced Document Processing, Database Fundamentals, Office Procedures, Machine Transcription, Advanced Word Processing, Spreadsheet Fundamentals, and Office Accounting

2006 Major: Supervisory Management Specialist - Certificate
Relevant Coursework: Interpersonal Employee Relations - Leadership and Decision Making - Training And Performance Evaluation

1987 Dougherty Comprehensive High School Albany, GA
Major: General Studies - Diploma

675 IAC 15-1.5-2(b)(10): Third Party Agency Experience

Expert Modular Consultants was incorporated in March 2014 and provides code consulting, plan review, independent inspection and quality assurance consulting services to the industrialized/modular building industry. Key personnel have decades of experience providing these services. Our technical staff has extensive experience providing third party plan review and inspection services under numerous state modular building regulatory programs and has other relevant design, review and inspection experience.

Mr. Robert Johnson has been providing code review and inspection services to the manufactured building industry since 1979, with prior experience in building code enforcement in state government and construction. He is certified as plans examiner and inspector in all code disciplines by the International Code Council and is certified as a third-party provider in all of those same disciplines by the Louisiana State Uniform Construction Code Council. Mr. Johnson also is licensed or certified as a plan reviewer and inspector under several state modular building regulatory programs including: Florida; North Carolina; Ohio; Texas; and the Interstate Industrialized Buildings Commission. He has more than 35 years of experience as manager of third-party plan review and inspection services under numerous state modular building regulatory programs.

Mr. A. Larry Kay, R.A. is a registered architect with registrations in sixteen (16) states. Mr. Kay has some 18 years of experience designing buildings and evaluating the structural, mechanical, electrical, plumbing and fire protection elements of modular building designs to verify compliance with applicable codes and standards. This experience includes 14 years of experience working for third party design review and inspection agencies that serve the modular building industry. He also has some 6 years of experience inspecting both residential and commercial properties.

Ms. Catherine Elbo is an architect with over fifteen years of experience in the design and construction of commercial and residential buildings. She has been working as a third-party plans examiner of modular building plans since March of 2013. She reviews building plans for compliance with code requirements (all disciplines) and provides code consulting services (all disciplines).

Mr. Jake Waters has been employed as a plan reviewer by EMC since August of 2018. He reviews building plans for compliance with code requirements (all disciplines) and provides code consulting services (all disciplines). He has previous experience in construction and drafting and an AA degree in Environmental Science.

Ms. Regina Strickland-West has been a third-party inspector in the modular building industry since 2017, with prior experience as a quality control manager for manufacturers of manufactured and modular homes and as a building inspector for municipalities in Georgia. She is certified as an inspector in all code disciplines by the International Code Council and is certified as a third-party provider in all of those same disciplines by the Louisiana State Uniform Construction Code Council. Ms. Strickland-West also is licensed or certified as an inspector under several state modular building regulatory programs including: Florida; North Carolina; Ohio; Texas; and the Interstate Industrialized Buildings Commission.

Ms. S.A. Acosta has more than thirteen years of administrative and technical experience in the modular building industry. This includes project coordination of plan reviews, quality control manuals, inspections and recertification of existing buildings as well as maintenance of approved plans, inspection reports and other documents required by state modular program rules and public records laws.

Resumes summarizing the qualifications our personnel are provided in the following pages of this application packet.

When hiring additional technical personnel in the future, qualifications will be evaluated based upon the criteria set forth in ASTM E541 or personnel will be required to obtain ICC certifications in the appropriate areas within 18 months of employment and maintain such certifications in an active status.

Revised 10/2023

Expert Modular Consultants, LLC
Application for Approval as a Third-Party Inspection Agency
Indiana Industrialized Buildings Program

675 IAC 15-1.5-2(b)(10) Other State Approvals (as of October 23, 2023)

Expert Modular Consultants, LLC is approved as a design review and inspection agency under the modular building, regulatory programs administered by the following states.

Alabama	New York
Arizona	North Carolina
Arkansas	North Dakota (via IIBC)
California (commercial only)	Ohio
Colorado	Rhode Island (via IIBC)
Florida	South Carolina
Georgia	South Dakota
Idaho	Tennessee
Illinois	Texas
Indiana	Virginia
Iowa	
Interstate Industrialized Buildings Commission (IIBC)	
Kentucky	
Louisiana	
Maryland	
Massachusetts	
Michigan	
Minnesota (via IIBC)	
Missouri	
Montana	
Nevada	
New Hampshire	
New Jersey (via IIBC)	
New Mexico	

Expert Modular Consultants, LLC
Application for Approval as a Third-Party Inspection Agency
Indiana Industrialized Buildings Program

675 IAC 15-1.5-2(b)(10) & (11) List of Manufacturers and Status

EMC currently provides third-party inspection services to the following manufacturing facilities for all state programs under which EMC is currently approved as a third-party inspection agency. A list of the states where EMC is an approved agency is provided in this application packet.

BIG Enterprises – South El Monte, CA

BOXMAN STUDIOS – Charlotte, NC

Custom Control Solutions – Cantonment, FL

Concrete Modular Systems – Tarpon Springs, FL

Diamond Builders – Douglas, GA

First String Space – Pearson, GA

G-CON Manufacturing – College Station, TX

T&R Custom – Ellaville, GA

PROMOD Manufacturing – Ellaville, GA