



Legislation Details (With Text)

File #: ID 20-001589 **Version:** 1 **Name:**

Type: Action Item **Status:** Agenda Ready

File created: 11/17/2020 **In control:** City Council

On agenda: 12/10/2020 **Final action:**

Title: Actions pertaining to as needed plan checking and inspection services:
1. Approve a first amendment to the consultant services agreement with Willdan Engineering, Inc., to extend the contract performance period by one year, without increasing the total contract price of \$100,000; and
2. Approve a first amendment to the consultant services agreement with Interwest Consulting Group to extend the contract performance period by one year, without increasing the total contract price of \$250,000.

Sponsors: Planning and Development Department

Indexes:

Code sections:

Attachments: 1. Attachment 1: Consultant Services Agreement with Willdan, 2. Attachment 2: First Amendment to Consultant Services Agreement with Willdan, 3. Attachment 3: Consultant Services Agreement with Interwest, 4. Attachment 4: First Amendment to Consultant Services Agreement with Interwest

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

REPORT TO THE CITY COUNCIL

December 10, 2020

FROM: JENNIFER K. CLARK, AICP, Director
Planning and Development Department

THROUGH: MIKE SANCHEZ, Assistant Director
Planning and Development Department

BY: CHARLES CLARK, Chief Building Official
Planning and Development Department

SUBJECT

Actions pertaining to as needed plan checking and inspection services:

1. Approve a first amendment to the consultant services agreement with Willdan Engineering, Inc., to extend the contract performance period by one year, without increasing the total contract price of \$100,000; and
2. Approve a first amendment to the consultant services agreement with Interwest Consulting Group to extend the contract performance period by one year, without increasing the total

contract price of \$250,000.

RECOMMENDATION

Staff recommends approval.

EXECUTIVE SUMMARY

The Building and Safety Services Division (Division) of the Planning and Development Department has seen a continued increase of building permit applications and inspections. In order to efficiently process the increasing number of applications within acceptable timeframes, the Division has utilized the assistance of professional plan checking agencies. Staff seeks to extend the current consultant services contracts with Willdan and Interwest by one year, with no additional funding.

BACKGROUND

The Division historically issues on average almost 30 permit applications daily. Depending on the project, these permits may require construction plans to be reviewed by one or multiple development disciplines by the Division's various Plans Examiners and Engineers. Depending on the project type, these disciplines can include: solar, structural, building, grading, electrical, mechanical, plumbing, and Title 24 compliance review. All plans are reviewed per the California Building Code standards that are renewed and adopted every three years. A new iteration of the building code became effective January 1, 2020.

The Planning and Development Department released a Request for Proposals seeking qualified firms to assist in an as-needed capacity for plan checking services on June 17, 2019. In total, eight responses were received and reviewed by an evaluation committee after the proposal opening of July 12, 2019. Of the eight responses, two firms-Interwest and Willdan- were found to be the best value for the City and were awarded consultant services agreements with council approval in September 2019.

Staff seeks to extend both agreements by one year, with no additional funding allocated.

ENVIRONMENTAL FINDINGS

By the definition provided in the California Environmental Quality Act (CEQA) Guidelines Section 15378, the approval of the amendments is not a "project" as defined by CEQA.

LOCAL PREFERENCE

Local preference was not implemented, because the items are amendments to existing agreements.

FISCAL IMPACT

No fiscal impact as there is no additional funding being allocated to the contracts.

Attachments:

Attachment 1: Consultant Services Agreement with Willdan

Attachment 2: First Amendment to Consultant Services Agreement with Willdan

Attachment 3: Consultant Services Agreement with Interwest

Attachment 4: First Amendment to Consultant Services Agreement with Interwest