



CITY COUNCIL AGENDA REPORT

MEETING DATE: JUNE 16, 2015

ITEM NUMBER: **CC-10**

SUBJECT: AGREEMENT EXTENSIONS FOR BUILDING SAFETY & FIRE PREVENTION PLAN REVIEW AND INSPECTION SERVICES

DATE: APRIL 7, 2015

FROM: ECONOMIC DEVELOPMENT & DEVELOPMENT SERVICES DEPARTMENT/
FIRE DEPARTMENT

PRESENTATION BY: KHANH NGUYEN, BUILDING OFFICIAL

FOR FURTHER INFORMATION CONTACT: KHANH NGUYEN (714) 754-5604
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RECOMMENDATION

Authorize the Mayor to execute amendments to extend the term of Professional Services Agreements (PSAs) approved in FY 2012-2013, for contract plan check and inspection services, with the companies of Scott Fazekas & Associates Inc., Bureau Veritas, Melad & Associates, Interwest Group, and CSG Consultants Inc.

BACKGROUND

The Economic Development & Development Services Department and Fire Department require the continued use of contract plan check and inspection services in order to provide building safety services in a timely and efficient manner. The on-going major projects such as the 250-unit apartments at 580 Anton, the 240-unit apartments at 125 E. Baker, Ganahl Lumber, 30-40 Tenant Improvements at South Coast Plaza, along with several projects of highly complex structural design that are submitted annually, will continue the need for specialized services into the foreseeable future.

Copies of the PSAs with each of the above firms are attached. The PSAs were approved in June of 2012 for a one year term with the option to renew for up to four additional one-year periods, upon mutual agreement of the City and the consultants. Execution of the attached amendments will exercise the third extension of the PSAs. Some of the hourly fee rates have increased to reflect the new Affordable Care Act provisions. Sufficient funds are proposed in the Economic Development & Development Services Department and Fire Department Budget.

FISCAL REVIEW

The current Preliminary Budget for FY 15-16 includes \$150,000 in Fire Department – Fire Prevention Division, and \$351,900 in Economic Development & Development Services Department – Building Safety Division budgets. Should the Council adopt the FY 15-16 budget including these amounts totaling \$501,900, the appropriate amount will be budgeted to fulfill the above PSAs.

Consultant services for plan checking and inspections are utilized by the Economic & Development Services Department/Fire Department on an as needed basis. Most of the consultant's fee is paid from fees collected by the City for either plan check or inspections. The consultant's fee is a percentage of the fee collected by the City with the remaining portion of the fee used to cover administrative and overhead costs of the City. Therefore, most of the costs of consultant services are fully paid by the project applicant.

LEGAL AND RISK MANAGEMENT REVIEW

The attached amendments were reviewed by the City Attorney and are “approved as to form”. Additionally, Risk Management has approved all insurance provisions for compliance with City requirements.

CONCLUSION

Use of contract plan check and staffing services continues to be a cost effective means of providing certain Building Safety services. The use of core City staff supplemented by contracts for certain Building Safety services is common practice for cities throughout the State.

KHANH NGUYEN, CBO
Building Official

GARY ARMSTRONG, AICP
Economic Development &
Development Service Director/
Deputy CEO

DANIEL A. STEFANO
Fire Chief

STEVE DUNIVENT
Finance Director

DISTRIBUTION: CEO
Assistant CEO (2)
City Attorney
City Clerk (2)
Staff (4)
File (2)

Attachments:

- 1/ [Amendments #3 to Professional Services Agreements](#)
- 2/ [Amendments #2 to Professional Services Agreements](#)
- 3/ [Amendments #1 to Professional Services Agreements](#)
- 4/ [Professional Services Agreement for Bureau Veritas](#)
- 5/ [Professional Services Agreement for CSG Consultants](#)
- 6/ [Professional Services Agreement for Interwest Group](#)
- 7/ [Professional Services Agreement for Melad & Associates](#)
- 8/ [Professional Services Agreement for Scott Fazekas & Associates](#)

File: Bldg Safety PSAs	Date: 4/15	
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