



**CITY OF BAY CITY**  
1901 FIFTH STREET  
BAY CITY, TEXAS 77414  
(979) 245-2137  
FAX: (979) 323-1626

## AGENDA ITEM SUBMISSION FORM

Any item(s) to be considered for action by the City Council, must be included on this form, and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

---

**Requestor Name:** Mason, Krystal **Date Submitted:** 05/17/2023  
*Last, First* *MM/DD/YYYY*

**Requestor Type :** City Staff **Meeting Date:** 05/23/2023  
*Citizen/City Staff/Council Member* *MM/DD/YYYY*

**Position Title** Interim Assistant Director of Public Works  
*For City Staff Only*

**Agenda Location:** Discussion Item  
*(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)*

### Agenda Content:

---

**Discuss, consider and/or approve Standard Professional Services Agreement between the City of Bay City and Bureau Veritas for Construction Code Services, Fire Code Services, and Public Works Services (Civil Plan Review and Inspections).**

### Executive Summary of Item:

---

The City of Bay City has an existing Standard Professional Services Agreement with Bureau Veritas for Construction Code Services. There have been two amendments (Fire Code Services and Fee Schedule for residential construction based upon valuation as per HB 852) to the original contract since executed in November 2014. This PSA will incorporate all amendments and expand to include Public Works Services (civil plan review and inspections). The current staffing level at Public Works makes it difficult to complete timely reviews of civil plans and conduct the necessary follow-up inspections. City Staff will only utilize Bureau Veritas as needed for Public Works Services.