



## Staff Report

**TO:** City Council  
**FROM:** Jeff Hart, Director of Public Works  
**DATE:** July 20, 2021  
**SUBJECT:** **Approval of the First Amendment to the Professional Services Agreement with NV5 for Public Works Inspection, Plan Checking, and Surveying**

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### **Background and Analysis:**

On June 19, 2018, the City Council approved an agreement for professional services with NV5 for public works inspections, plan check services, land surveying services and storm water compliance and inspection services. The initial three-year term has now expired, and City staff is recommending issuing a one-year contract extension in accordance with the City's procurement guidelines.

NV5's cost for plan check services is 65% of the total fees associated with plan review, while the cost for inspection services is \$105/hour in accordance with the original agreement. Funds for requested plan check and inspection services are provided by developers, private consultants, or contractors prior to assignment of any work. Inspection services are anticipated to be minimal to cover any extended absences as the Public Works Department now has two full time inspectors in-house.

Cost for additional engineering and surveying services will be in accordance with Attachment A. Storm water compliance and inspection services are no longer required as this effort has been brought entirely in-house.

### **Fiscal Impact:**

The cost of preparing the staff report is estimated to be \$500.

### **Recommended Action:**

Approval of the first amendment to the Professional Services Agreement with NV5 for public works inspection, plan checking, and surveying, and  
Authorize the Mayor to execute the amendment on behalf of the City.

**Attachments:**

- A. NV5 Fee Schedule
- B. Contract Amendment No. 1 to the Professional Services Agreement