



## Staff Report

**TO:** City Council  
**FROM:** Pedro Rico, Chief Building Official  
**DATE:** February 2, 2021  
**SUBJECT:** **First Amendment to the Professional Service Agreements with Interwest Consulting Group, Inc., Scott Fazekas and Associates, Inc. and Willdan Engineering for Building and Plan Check Services for One-Year Extension through July 1, 2022**

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### **Background and Analysis:**

July 1, 2018, City Council approved three-year Professional Service Agreements with Interwest Consulting Group, Inc., Scott Fazekas and Associates, Inc., and Willdan Engineering for building and plan check services. Pursuant to the City's procurement policy, an extension of a contract beyond the initial term shall be approved by four-fifth vote of the City Council.

The consultants of each firm have licensed professional engineers and certified building inspection staff with years of experience to fulfill the operational needs of the City's Department of Building and Safety.

Presented for Council consideration is a one-year extension for each agreement, which will allow the City to continue maintaining the timeliness of building plan check and building inspection services, and to keep multiple service providers on contract to respond to the needs of the development community as fluctuations in building workload occur.

### **Fiscal Impact:**

The associated costs for these services are paid by applicants through the existing plan check and permit fees. Interwest Consulting Group, Inc., Scott Fazekas and Associates, Inc., and Willdan Engineering have all agreed to hold their current rate structure through the term of these agreements.

**Recommended Action:**

Approval of one-year extensions to the Professional Service Agreements with Interwest Consulting Group, Inc., Scott Fazekas and Associates, Inc., and Willdan Engineering for building and plan check services.

**Attachments:**

- A. Original Professional Service Agreement with Interwest Consulting Group, Inc.
- B. Original Professional Service Agreement with Scott Fazekas and Associates, Inc.
- C. Original Professional Service Agreement with Willdan Engineering
- D. First Amendment to the Professional Service Agreement with Interwest Consulting Group, Inc.
- E. First Amendment to the Professional Service Agreement with Scott Fazekas and Associates, Inc.
- F. First Amendment to the Professional Service Agreement with Willdan Engineering