



City of Grass Valley City Council Agenda Action Sheet

Title: Consideration of a budget amendment and contract amendment with Bureau Veritas for building and fire inspection and plan review services.

Recommendation: That Council approve the budget amendment to the contract with Bureau Veritas by \$276,000 and increase the City Budget for the remainder of FY 2021/22 in the amount of \$162,000.

Prepared by: Thomas Last, Community Development Director

Council Meeting Date: 1/11/2022

Date Prepared: 1/04/2022

Agenda: Administrative

Background Information: In 2019, the City initiated a contract with Bureau Veritas to provide backup support for building inspection and plan review services. In March of 2021, the City amended this contract to have Bureau Veritas be the primary provider of the services, including the building official. Additionally, the fire department required support for the fire plan review and inspection services related to new and existing buildings. Over the past several months the cost of these services averaged \$18,000-19,000 a month. Based on the past amendment and 2021/22 City Budget, the City's current contract amount with Bureau Veritas and City Budget are not adequate. To cover the shortfall, the City needs to increase the 2021/22 budget by \$162,000 (to cover services from October 1, 2021- June 30, 2022), and to increase the budget amount in the Bureau Veritas contract by \$276,000 (to cover the contract With Bureau Veritas which expires on 12/31/2022). The \$276,000 includes the \$162,000 needed to cover the remainder of the fiscal year.

City staff does not anticipate additional overall costs to the City Budget since the amendments will be covered through salary savings and fees collected for the services. The City does not fully recuperate all the costs for some of the non-building permit related fire inspections since many are mandatory and are in response to past Grand Jury reports.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining Strategic Goal #5 - High Performance Government & Quality Service.

Fiscal Impact: Most of the amendment to the budget will be covered with salary savings and/or through payment of fees by applicants for the building and fire inspection and plan review services.

Funds Available: Yes

Account #: 100-302-51110 (Building)

100-203-51110 (Fire)

Reviewed by: ___ City Manager

___ Finance Director

Attachments: None