



## City of Grass Valley City Council Agenda Action Sheet

---

**Title:** Amendment to the Professional Services Agreement with Bureau Veritas North America, Inc. for Building Services

**CEQA:** Not a project

**Recommendation:** That the City Council approve the Amendment to the Professional Services Agreement with Bureau Veritas North America, Inc., extending the contract term and updating the fee schedule, and authorize the City Manager to execute the amendment, subject to legal review.

---

**Prepared by:** Taylor Whittingslow, Deputy City Manager

**Council Meeting Date:** 07/08/2025

**Date Prepared:** 07/02/2025

**Agenda:** Consent

**Background Information:** On April 1, 2023, the City entered into a Professional Services Agreement with Bureau Veritas North America, Inc. to provide as-needed building inspection, plan review, and code enforcement services. This agreement was originally set to expire on April 1, 2025, with a maximum annual compensation of \$175,000.

Bureau Veritas has provided consistent and professional service over the term of the agreement. To ensure continued service delivery and account for updated compensation rates, an amendment to the agreement has been prepared.

The proposed Amendment to the Agreement includes the following key updates:

- **Term Extension:** The agreement's termination date is extended by two years, from April 1, 2025, to July 1, 2027, to ensure continuity of service.
- **Updated Fee Schedule:** Section 3.3 is amended to incorporate Bureau Veritas's new fee schedule, dated March 19, 2025, which will take effect on July 1, 2025. This schedule includes revised hourly rates and plan review percentages, reflecting updated market rates and service costs.

All other terms and conditions of the original agreement remain in full force and effect.

**Council Goals/Objectives:** The execution of this action attempts to achieve Strategic Goal #5 - High Performance Government and Quality Service.

**Fiscal Impact:** There is no change to the existing annual maximum compensation of \$175,000. Any cost implications resulting from the new fee schedule will be managed within the adopted Community Development budget.

**Funds Available:** Yes

**Account #:** 100-302-51110

**Reviewed by:** City Manager

**Attachments:** Contract Amendment