



STAFF REPORT

MEETING DATE: August 9, 2023

PRESENTER: Jesus R. Orozco, Community Development Director

SUBJECT: Second Amendment to Consultant Services Agreement with Precision Civil Engineering Inc. for Entitlement, Land Use, and Planning Services (JRO)

RECOMMENDATIONS: Council by motion adopt a resolution approving Amendment No. 2 to Agreement for Entitlement, Land Use, and Planning Services with Precision Civil Engineering Inc.

EXECUTIVE SUMMARY:

On March 24, 2021, City Council approved a professional services agreement with Precision Civil Engineering Inc. (Consultant) to provide entitlement, land use, and planning services to supplement City staff resources in the Community Development Department (CDD) depending on project volumes, staff availability, and project complexity. On July 13, 2023, Council approved a first amendment to the agreement extending consultant services to June 30, 2024.

Due to the recent Master Fee Schedule update and increase in project demand, both the City and Consultant find it in their best interest to amend the existing agreement.

DISCUSSION:

City staff has been satisfied with the services delivered by Precision Civil Engineering Inc. under the current agreement set to expire on June 30, 2024. Staff is recommending approval of an amendment to the consultant services agreement with changes to the compensation and term of agreement necessary to meet the department's needs.

This second amendment to the professional services agreement will take into account the updated Master Fee Schedule that went into effect July 1, 2023. The services agreement will be subject to the terms listed below and as further defined in the Professional Service Agreement attached as Exhibit 'A' of Attachment 'A'.

Term	Two years ending on June 30, 2025 or by 30 Day Notice by City
Base Fee	50% of the Planning Application fee charged by the City

ENVIRONMENTAL REVIEW:

The proposed action is not defined as a project under the California Environmental Quality Act (CEQA) Section 15378(b)(2) because this action involves continuing administrative activities.

FISCAL IMPACT:

Entitlement, land use, and planning services are included as part of the annual budget process. Planning entitlement application fees are paid to the City by private developers for their projects.

ATTACHMENTS:

A. Resolution w/Exhibits