



STAFF REPORT

MEETING DATE: August 9, 2023

PRESENTER: Jesus R. Orozco, Community Development Director

SUBJECT: Second Amendment to Consultant Services Agreement with CSG Consultants, Inc. for Building and Safety Services (JRO)

RECOMMENDATION: Council by motion adopt a resolution approving Amendment No. 2 to the Agreement for Building and Safety Services with CSG Consultants, Inc.

EXECUTIVE SUMMARY:

On March 25, 2020, City Council approved a professional services agreement with CSG Consultants, Inc. (Consultant) to provide building and safety services including certified Building Official, Building Inspector, and Plan Review services for the City. On November 10, 2021, Council approved a first amendment to the agreement extending consultant services to June 30, 2023, including an adjustment to service rates.

DISCUSSION:

City staff has been satisfied with the services delivered by the Consultant under the current agreement. 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 Consultant's market rate adjustments necessary to provide the City with uninterrupted building and safety services.

CSG staff works diligently in concurrence with City staff, City Engineer, Fire Marshal, and other County and State agencies to ensure public safety as it relates to construction activities within the City.

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	Three years ending on June 30, 2026 or by 30 Day Notice by City
Base Fee	Fees to include an annual CPI increase beginning July 1 of 2024

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:

Building and safety services are accounted in the annual City budget. Building and safety services are largely driven by construction and development activities, which generate revenues collect as part of permit fees.

ATTACHMENTS:

A. Resolution w/Exhibit