



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: August 12, 2025

Title: Seventh Amendment to the Professional Services Agreement for Building Support Services with Willdan Engineering, Inc. extending the contract term for one (1) year

Background: Willdan Engineering, Inc. is currently providing Consultant Professional Services to the City Development Services Department for licensed Building Official services. Willdan stepped in to fulfill the City's Building Department responsibilities in 2023 to fill a required position until this position could be filled; and, provides code interpretations, technical advice to staff, and plan/permit approvals for new development.

The Building Department plays a crucial role in guiding our residents through construction regulations, ensuring adherence to minimum standards for the safety of life, health, and property as stipulated by the California Building Code.

Willdan has excelled in collaborating with our residents, offering expertise in code interpretation, and assisting developers in overcoming pre-construction challenges. Given the consistent building activity in the City of Needles, maintaining a smooth permitting process is essential. Hence, the City intends to continue engaging Willdan for Building Official Services while exploring options to fill vacancies within the Building Department.

Fiscal Impact: No additional budget appropriations are needed in Fiscal Year 2026 to fund the one-year extension of the Agreement.

Environmental Impact: N/A

Recommended Action: Approve the Seventh Amendment to the Professional Services Agreement for Building Support Services with Willdan extending the contract term for one (1) year

Submitted By: Kathy Raasch, Director of Development Services/Capital Projects

City Manager Approval: Patrick J. Martinez

Date: 8/7/2025

Other Department Approval (when required): Jill Taura

Date: 8/8/2025

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐