



# REPORT TO COUNCIL

## City of Sacramento

# 15

915 I Street, Sacramento, CA 95814-2671  
www.CityofSacramento.org

Consent  
March 7, 2006

Honorable Mayor and  
Members of the City Council

**Subject:** Supplemental Agreements for Professional Services

**Location/Council District:** Citywide

**Recommendation:**

Staff recommends adoption of the attached resolution authorizing the City Manager to: 1.) Liquidate nine (9) prior year building consultant Purchase Orders in the total amount of \$354,858; 2.) Appropriate to the Development Services Department FY06 operating budget the liquidated purchase order amount of \$354,858; and 3.) Execute supplemental professional service agreements for building consultant services in the total amount of \$379,795;

**Contact Person:** Ron Beehler, Chief Building Official, 808-8024;  
Robert Stetson, Supervising Engineer, 808-8049

**Presenters:** N/A

**Department:** Development Services

**Division:** Building

**Organization No:** 4861

**Summary:**

Staff recommends execution of contract supplements with plan review and inspection consultants totaling \$379,795. In addition, staff is recommending the liquidation of prior year purchase orders in the total amount \$354,858 and augmenting the Development Services Department FY06 operating budget by a corresponding amount. The difference of \$24,937 will be paid from existing FY06 budgeted funds for professional services.

**Committee/Commission Action:**

None



**Background Information:**

The use of professional services contracts for consultants and temporary inspections services provides flexibility in meeting service demand levels. The Building Division is in the process of filling existing vacancies and recruiting for additional positions received at the FY05-06 budget hearings. As part of our goal for efficient use of consultants, the Building Division will be re-balancing the work among the various consultants. The need for consultant support for plan review and field inspection is anticipated to be lower than in prior years. The recommended supplements contained in this report will increase our ability to utilize the expertise of certain consultants. The recommended contract supplements are intended to address staffing and workload needs until the end of the current fiscal year.

**Financial Considerations:**

The total of all increases in the supplements is \$379,795. To fund these supplements we are requesting permission to unencumber \$354,858 in unexpended funds from the '03, '04 and '05 fiscal years for similar plan review consultants. The revenue source of these funds is plan review fees paid by applicants and should only be used on building related activities. The appropriation of prior year funds will still leave a difference of \$24,937. The difference will be paid from existing FY06 professional services funding.

**Environmental Considerations:**

There are no environmental considerations associated with this report.

**Policy Considerations:**

This request to adopt the attached resolution is in accordance with the policy recommended by the Mayor's Commission to contract out Building Division workload that cannot be performed by City employees. It is also in accordance with policy requiring City Council approval of all contracts over \$100,000 and is consistent with each of the four of the City Council's three-year goal from the Strategic Plan.

**Emerging Small Business Development (ESBD):**

Fifty-nine percent of the \$379,795 increase is allocated to businesses currently certified as Emerging or Small Businesses Enterprises.

Submitted by: Robert T. Peterson for  
Roh Beehler  
Chief Building Official

Approved by: William A. Thomas  
William A. Thomas  
Director of Development

Recommendation Approved:

*for*  
Mat H  
RAY KERRIDGE  
Interim City Manager

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# RESOLUTION NO. XX

Adopted by the Sacramento City Council

March 7, 2006

## RESOLUTION AUTHORIZING THE CITY MANAGER TO LIQUIDATE AND REALLOCATE PRIOR YEAR PURCHASE ORDERS AND EXECUTE CONSULTANT SERVICE AGREEMENT SUPPLEMENTS FOR A CUMULATIVE AMOUNT NOT TO EXCEED \$379,795.00

### BACKGROUND

- A. The use of professional services contracts for consultants and temporary inspections services provides flexibility in meeting service demand levels.
- B. Professional services allow the Development Services Department to maintain adequate service levels in plan review and inspection services for the FY05-06.
- C. The Development Services Department desires to make efficient use of existing and prior year funding sources for the supplemental agreements.

### BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- 1. Liquidate nine (9) prior year building consultant Purchase Orders in the total amount of \$354,858;
- 2. Appropriate to the Development Services Department FY06 operating budget the liquidated purchase order amount of \$354,858
- 3. Authorize the City Manager to execute building consultant service agreement supplements in an amount not to exceed \$379,795.00 as follows:

Consultant Name	FY05 Expense Budget Funding Source	Current Contract	Supplement	Proposed Contract:
<u>Plan Review:</u>				
Cornerstone	101 480 4866 4258	\$ 182,000	\$ 1,115	\$183,115
McKenny Krug	101 480 4866 4258	566,000	10,000	576,000
Mike Anderson Engineering	101 480 4866 4258	529,000	45,000	574,000
Plan Review Consultants	101 480 4866 4258	646,000	21,000	667,000
Shuhaibar Engineering	101 480 4866 4258	306,000	36,000	342,000

Fire Plan Review:

Greg Ledesma	101 480 4866 4258	395,000	<b>10,000</b>	405,000
Capital Fire Inspection	101 480 4866 4258	307,000	<b>20,000</b>	327,000

Inspection Services:

4 Leaf Consultants, Inc.	101 480 4868 4258	2,328,000	<b>147,000</b>	2,475,000
Berryman & Henigar	101 480 4868 4258	732,000	<b>60,000</b>	739,000
Willdan	101 480 4868 4258	698,200	<b>29,680</b>	727,880

**Total Amounts:**

<b>\$ 6,689,200</b>	<b>\$ 379,795</b>	<b>\$ 7,068,995</b>
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