

MONTEREY COUNTY BOARD OF SUPERVISORS

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| MEETING: September 20, 2011 - Consent | AGENDA NO.: |
| SUBJECT: a. Approve Amendment No. 4 to Professional Services Agreement No. A-11957 with California Code Check, Inc. (CCC) to continue to provide services associated with plan check, inspection and related services to the Monterey County Building Services Department, in the amount of \$102,446 for a total amount not to exceed \$387,446 and extend the term through March 31, 2012; and b. Approve Amendment No. 2 to the Professional Services Agreement with CSG Consultants, Inc. (CSG) to continue to provide services associated with plan review services to the Monterey County Building Services Department, in the amount of \$102,446 for a total amount not to exceed \$202,446 and extend the term through March 31, 2012; and c. Approve Amendment No. 2 to the Professional Services Agreement with West Coast Code Consultants, Inc. (WC3) to continue to provide services associated with plan review services to the Monterey County Building Services Department, in the amount of \$102,446 for a total amount not to exceed \$202,446 and extend the term through March 31, 2012; and d. Authorize the Contracts/Purchasing Officer to execute the Amendments to the Professional Services Agreements and future amendments that do not significantly alter the scope of work or change the approved Agreement amounts. | |
| DEPARTMENT: RMA – Building Services | |

RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 4 to Professional Services Agreement No. A-11957 with California Code Check, Inc. (CCC) to continue to provide services associated with plan check, inspection and related services to the Monterey County Building Services Department, in the amount of \$102,446 for a total amount not to exceed \$387,446 and extend the term through March 31, 2012; and
- b. Approve Amendment No. 2 to the Professional Services Agreement with CSG Consultants, Inc. (CSG) to continue to provide services associated with plan review services to the Monterey County Building Services Department, in the amount of \$102,446 for a total amount not to exceed \$202,446 and extend the term through March 31, 2012; and
- c. Approve Amendment No. 2 to the Professional Services Agreement with West Coast Code Consultants, Inc. (WC3) to continue to provide services associated with plan review services to the Monterey County Building Services Department, in the amount of \$102,446 for a total amount not to exceed \$202,446 and extend the term through March 31, 2012; and
- d. Authorize the Contracts/Purchasing Officer to execute the Amendments to the Professional Services Agreements and future amendments that do not significantly alter the scope of work or change the approved Agreement amounts.

SUMMARY/DISCUSSION:

Amendment No. 4 to Professional Services Agreement (PSA) No. A-11957 with CCC and Amendment No. 2 to the PSAs with CSG and WC3 allow for the continuation of plan check/review, inspection and related services to assist the Building Services Department in meeting statutory timelines while maintaining an acceptable level of service. This assistance is necessary due to a change in practices to alleviate problems brought on by departmental changes and the adoption of new codes in January 2011. See synopsis of PSAs below:

| CCC PSA/ Amendment | BOS Approval | Contracts/Purchasing Officer Executed | PSA Term Expiration/ Amendment Extension | PSA Amount/ Amendment Increase |
|-----------------------|-----------------|--|---|-----------------------------------|
| PSA | N/A | 1/19/11 | June 30, 2011 | \$100,000 |
| 1 | 3/22/11 | 4/8/11 | - | \$ 65,000 |
| 2 | 5/3/11 | 5/17/11 | - | \$120,000 |
| 3 | N/A | 6/7/11 | Extended Through 12/31/11 | \$ 0 |
| 4 | Pending | Pending | Extends Through 3/31/12 | \$102,446 |
| TOTAL | | | | \$387,446 |

| CSG PSA/ Amendment | BOS Approval | Contracts/Purchasing Officer Executed | PSA Term Expiration/ Amendment Extension | PSA Amount/ Amendment Increase |
|-----------------------|-----------------|--|---|-----------------------------------|
| PSA | N/A | 4/26/11 | June 30, 2011 | \$ 25,000 |
| 1 | N/A | 6/24/11 | Extended Through 12/31/11 | \$ 75,000 |
| 2 | Pending | Pending | Extends Through 3/31/12 | \$102,446 |
| TOTAL | | | | \$202,446 |

| WC3 PSA/ Amendment | BOS Approval | Contracts/Purchasing Officer Executed | PSA Term Expiration/ Amendment Extension | PSA Amount/ Amendment Increase |
|-----------------------|-----------------|--|---|-----------------------------------|
| PSA | N/A | 5/9/11 | June 30, 2011 | \$ 25,000 |
| 1 | N/A | 6/24/11 | Extended Through 12/31/11 | \$ 75,000 |
| 2 | Pending | Pending | Extends Through 3/31/12 | \$102,446 |
| TOTAL | | | | \$202,446 |

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller’s Office have reviewed and approved the Amendments as to form and legality, and fiscal provisions, respectively.

FINANCING:

There is no impact to the General Fund as a result of the recommended action. Buildings Services, Unit 8170, Appropriation RMA011 has sufficient appropriations to cover the increase in expenditures, as these expenditures will be offset by plan check fees for permits. Therefore, sufficient resources are available to fund the increase in the PSAs through March 31, 2012.

Prepared by:

Approved by:

Karen Riley-Olms (831) 755-5132
Management Analyst II

John Villalpando
Interim Chief Building Official

Date: September 12, 2011

Attachments: Board Order; Amendment No. 4 to PSA with CCC; Amendment No. 2 to PSA with CSG; and Amendment No. 2 to PSA with WC3 (on file with the Clerk of the Board)