



Council Agenda Report

From: Warren Frace, Community Development Director

Subject: Professional Services Agreements with Contract Building Plan Check and Inspection Services

Date: November 15, 2016

Facts

1. Demand for plan check and inspection services is highly variable.
2. The Building Division is presently staffed for baseline inspection and plan check demand. The Building Division has recently reduced turnaround time from [6 months] to [less than one month], [which is better than the accepted standard for most cities]. It is important to continue with the rapid turnaround in order to provide responsive and quality service to applicants, and to assist in keeping the cost of housing and other development as low as reasonably possible.
3. Review of complex projects including industrial, hotel, and winery facilities requires a high level of technical specialization and expertise.
4. California Civil Code § 55.53 requires that the City employ or retain a sufficient number of building inspectors who are certified access specialists to conduct permitting and plan check services to review for compliance with state construction-related accessibility standards.
5. The City has historically maintained contracts with a number of consultants for third-party plan check and inspection services.
6. The existing Professional Services Agreements will expire December 31, 2016.
7. On September 2, 2016, the City let a Request for Qualifications (RFQ) for Building Plan Check and Inspection Services consultants.
8. A staff panel has reviewed the RFQ responses and prepared a comparison of services offered by the vendors.

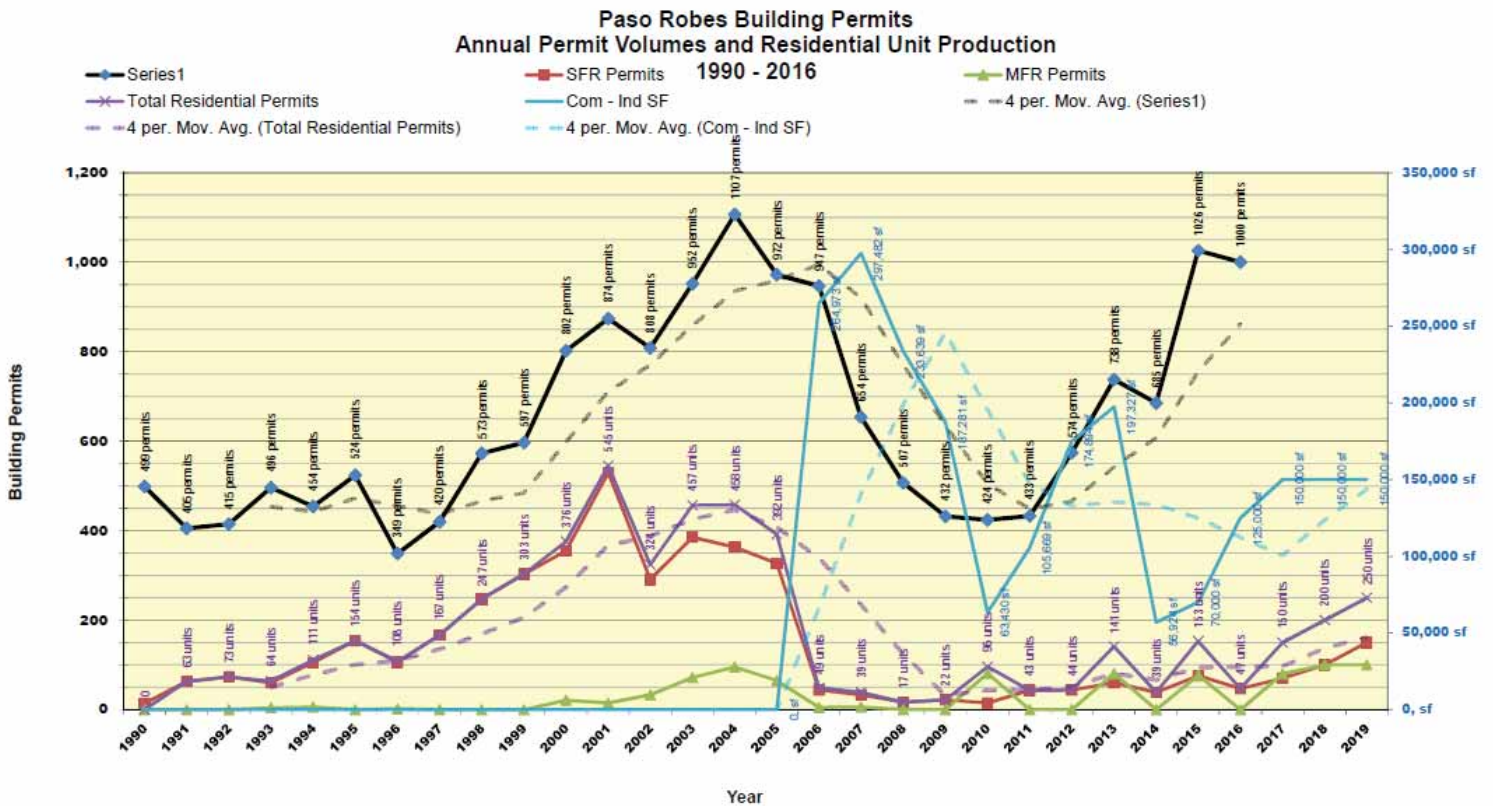
Options

1. Take no action.
2. Approve Resolution 16-xxx (Attachment 1), adopting a list of Qualified Building Plan Check and Inspection Consultants and authorizing the City Manager to execute Professional Services Agreements with all the consultants submitting qualifications.
3. Amend the foregoing option.
4. Refer back to staff for additional analysis.

Analysis and Conclusions

Due to a number of external factors, demand for plan check and inspection services is highly variable. Review of complex projects including industrial, hotel, and winery facilities requires a high level of technical specialization and expertise. In order to maintain consistent levels of customer service and technical accuracy, the Building Division presently contracts with a number of consultants for third-party plan check and inspection services. The existing Professional Services Agreements will expire December 31, 2016.

Plan check and inspection tasks are presently handled by a core group of full-time staff, supplemented by third-party consultants. This hybrid model allows for balancing of a variable workload across a fixed number of permanent, full-time staff. Staff completes minor plan check and re-check activities in-house, as allowable, with consideration for inspection workload.



Projections for the next several years anticipate an increase in residential development. The adopted Fiscal Year 2017-2018 City Budget for the Community Development Department anticipates contract staff will be utilized to address the projected increase in permits (see page 97 and 98 FY 17-18 Budget).

A total of nine RFQ responses were received. Four of the responses were submitted by new vendors, the remaining five were submitted by existing vendors with whom the City already contracts with for Building Plan Check and Inspection Services.

Existing Vendors

California Code Check- California Code Check has provided plan check and inspection services for the City on an as-needed basis for over fifteen years. Code Check maintains a local office and is available for meetings, consultation, and can accommodate expedited timelines. All services are performed by licensed, certified, experienced professionals in their fields of expertise.

Central Coast Access Specialists- Central Coast Access Specialists, LLC, was founded in Santa Barbara County by Chris Hansen, former Plan Check Supervisor for the City of Santa Barbara, California to assist central coast architects, contractors, business and property owners in becoming compliant with California and Federal accessibility laws. The City's experience with Chris has demonstrated his ability to see real and practical solutions to issues that are not just building codes, but quality of life issues for our disabled community. Being able to find ways to remove barriers that allows access without placing great strains on new or existing businesses continues to be his main goal.

CRSA Architecture- CRSA Architecture was founded in 1986 by Craig R. Smith, AIA. The firm's organization is characterized by an open and collaborative spirit that extends to its clients and communities. The City's experience with CRSA has demonstrated the firm's creativity, dedication, and flexibility. Craig Smith has been doing single-family residential plan check for the City since 2015 and has played a key role in the recent improvements to the single-family residential plan check process.

Darin Traverso, PE- Darin has provided structural consulting services for the city since December 2003. As a practicing local engineer since 1992, Darin has experience with the City of Paso Robles Municipal Building Code. Furthermore, with experience in the design of masonry, concrete, steel, aluminum, and wood framed structures, Darin is uniquely qualified to provide code conformance as well as construction drawing review for structurally-intensive projects.

Interwest Consulting- Interwest Consulting Group assists agencies by delivering cost-effective, high quality municipal services. They currently provide more than 230 employees to over 200 public agencies spanning a multitude of disciplines within city engineering, public works, and building departments throughout the western region. Interwest has provided plan check services for the City since 2003.

New Vendors

Builders Protection Group- Builders Protection Group offers the following plan check services:

Structural: An independent review of the structural calculations, plans, notes, specifications and details by a licensed professional engineer to ensure that building code provisions and structural engineering principles have been addressed and incorporated into the final structural design while simultaneously observing and accounting for the architectural requirements of the structure.

Architectural: An independent review of the architectural plans, notes and details to ensure that local building code provisions have been addressed including with an emphasis on commonly litigated issues such as adequate weather barriers, provisions against moisture intrusion, sound attenuation, and fire protection.

Mechanical, Electrical, Plumbing: A general review of the design calculations, plans, notes, specifications and details by a licensed professional engineer to ensure that building code provisions and mechanical engineering principles have been addressed and incorporated into the final design while simultaneously observing and accounting for architectural and structural requirements.

Bureau Veritas- Created in 1828, Bureau Veritas is a global leader in Testing, Inspection and Certification. Bureau Veritas offers innovative solutions that go beyond simple compliance with regulations and standards, reducing risk, improving performance and promoting sustainable development. Bureau Veritas offers outsourced permitting solutions for local authorities, support to owners on project management, mandatory and voluntary technical control, safety on site services, material and products testing, green building services, technical due diligence, voluntary or mandatory inspections of buildings including technical installations, facility management supervision, and performance optimization

West Coast Code Consultants- West Coast Code Consultants specializes in providing complete plan review services for both simple and complex commercial, industrial and residential projects. Complete plan review services can include building, accessibility, structural, fire & life safety, energy, mechanical, plumbing, and electrical reviews. Each reviewer is well-recognized in their field of expertise and maintains the appropriate ICC and third-party certifications necessary for the portions of the project they review.

4 Leaf, Inc.- Having served more than 100 jurisdictions, 4LEAF has solutions to just about any type of Building and Safety function. 4LEAF can provide services by staff who specialize in a full range of municipal building safety services that can be tailored to the client’s needs.

Comparison of Vendor Services

	Builder's Protection Group	Bureau Veritas	California Code Check	Central Coast Access Specialists	CRS A Architecture	Darin Traverso, PE	Interwest Consulting	West Coast Code Consultants	4 Leaf, Inc.
Building Inspection	✓	✓	✓				✓	✓	✓
Commercial Plan Check	✓	✓	✓				✓	✓	✓
Residential Plan Check	✓	✓	✓		✓		✓	✓	✓
Structural Plan Check	✓	✓	✓			✓	✓	✓	✓
Disabled Access Plan Check	✓	✓	✓	✓			✓	✓	✓
Locally Staffed Office			✓		✓	✓			

*Vendor presently maintains a staffed office within 30 miles of City Hall.

It is noted that a number of the vendors do not presently maintain staffed local offices. From the standpoint of delivering high levels of customer service, consultants with a staffed local office have the distinct advantage over those that do not, of being able to meet and collaborate with applicants and City staff. Collaboration is key to a smooth and expeditious review process.

Fiscal Impact

Fees for external plan check are passed through directly to the applicant, therefore there is no direct fiscal impact to the City.

Recommendation

Approve Resolution #16-xxx adopting a list of Qualified Building Plan Check and Inspection Consultants and authorizing the City Manager to execute Professional Services Agreements with all of the consultants who submitted proposals.

Attachments

1. Resolution

RESOLUTION NO. 16-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES
ADOPTING A LIST OF QUALIFIED BUILDING PLAN CHECK AND INSPECTION
CONSULTANTS AND AUTHORIZING THE CITY MANAGER TO EXECUTE PROFESSIONAL
SERVICES AGREEMENTS WITH THE CONSULTANTS

WHEREAS, demand for plan check and inspection services is highly variable; and,

WHEREAS, the Building Division is presently staffed for baseline inspection and plan check demand; and,

WHEREAS, review of complex projects including industrial, hotel, and winery facilities requires a high level of technical specialization and expertise; and,

WHEREAS, California Civil Code § 55.53 requires that the City employ or retain a sufficient number of building inspectors who are certified access specialists to conduct permitting and plan check services to review for compliance with state construction-related accessibility standards; and,

WHEREAS, the City has historically maintained contracts with a number of consultants for third-party plan check and inspection services; and,

WHEREAS, the existing Professional Services Agreements will expire December 31, 2016; and,

WHEREAS, on September 2, 2016, the City let a Request for Qualifications (RFQ) for Building Plan Check and Inspection Services consultants; and,

WHEREAS, staff has reviewed the RFQ responses and prepared a comparison of services offered by the vendors; and,

WHEREAS, the City Council seeks to contract with a number of consultants to provide third-party Building Plan Check and Inspection Services; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council for the City of El Paso de Robles does hereby resolve, determine and find as follows:

Section 1. The City Council hereby adds Builders Protection Group, Bureau Veritas, West Coast Code Consultants, and 4 Leaf, Inc. to the list of Qualified Building Plan Check and Inspection Consultants, attached hereto as Exhibit A and incorporated herein by reference.

Section 2. The City Council hereby authorizes the City Manager to execute Professional Services Agreements with the vendors identified on the Qualified Building Plan Check and Inspection Consultants List.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 15th day of November, 2016, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Steven W. Martin, Mayor

ATTEST:

Kristen L. Buxkemper, Deputy City Clerk

Exhibit A - Qualified Building Plan Check and Inspection Consultant List

QUALIFIED BUILDING PLAN CHECK AND INSPECTION CONSULTANT LIST
Approved November 15, 2016- City Council Resolution 16-XXX

1. Builders Protection Group
2. Bureau Veritas
3. California Code Check
4. Central Coast Access Specialists
5. CRSA Architecture
6. Darin Traverso, PE
7. Interwest Consulting
8. West Coast Code Consultants
9. 4 Leaf, Inc.