2017-06-20-1103 NP Amendment 2

CITY OF STOCKTON STANDARD AGREEMENT AMENDMENT

Agreement Number:	Amendment Number:
2017-06-20-1103	2

This Amendment Number 2 to the above referenced Agreement is entered into July 19, 2017 between the City of Stockton ("City") and 4Leaf "Contractor".

RECITALS

Section 7 Changes states any changes and related fees shall be mutually agreed upon between the parties and subject to written amendment to this Agreement; and

Section 3 Term states both parties may extend this Agreement up to two one-year extensions; and

The City needs to increase the Compensation, Not to Exceed amount in Section 4 of the Professional Services Agreement by \$700,000 to pay for the Contractor services to effectively provide optimum service due to increased workload; and

Now therefore, the City and the Contractor mutually agree as follows:

1.The termination date in Section 3 of the Professional Services Agreement is amended to: "June 30, 2021"

IN WITNESS WHEREOF, the authorized parties have executed this Agreement.

2. The maximum not to exceed amount to be paid to the Contractor, including if authorized, reimbursement of expenses, in Section 4 of the Professional Services Agreement will now read as follows:

Compensation. Compensation for services and reimbursable expenses is hereby amended to be in the amount not to exceed One Million Seven Hundred Thousand Dollars (\$1,700,000), and not to exceed hourly rates as described more particularly under Professional Services Fees found in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Consultant acknowledges that this amount includes total compensation across four contracts.

3. All other terms and conditions of the Agreement shall remain unchanged and remain in full force and effect unless modified by a written amendment signed by both parties.

CONTRACTOR	
4LEAF, Inc. Contractor's Name (if other than an individual, state whether a corporation, partnership, etc.):	
Authorized Signature Date	
Kevin Duggan, President Printed Name and Title of Person Signing	
2126 Rheem Dr., Pleasanton, CA 94588 Address	
CITY OF STOCKTON	
for Laurie Montes, Acting City Manager 12-24-19 Date	
ATTEST: Eliza R. Garza CMC, City Clark	
APPROVED AS TO FORM: John M. Luebberke, City Attorney	
BY: Y WATER	
(Rev. 6.6.19)	

RECEIVED City Manager Date Received DEC 19 2019

CONTRACT ROUTING FORM

City Clerk Date Received

CITY

Contract Number 2017-06-20-1103 NP AMENDMENT #2

MANAGER'S OFFICE	(For Clerk's Use)
Y OF STOCKTON	
CITY CONTRACT TYPE (se ○ Original ○ Amendme	ent/Change Order
O Subdivision Agreement	Oother
CONTRACT INFORMATION	
	ESSIONAL SERVICES AGREEMENT FOR BUILDING ON-CALL SERVICES
Contract Start Date: 07/19/17	Bureau Veritas North America Inc., CSG Consultants & West Coast Code Consultants Contract End Date: 06/30/21 Contract Term: 48 Months
i C	Odnitact End Date. Odnitact Term. To Months
COUNCIL APPROVAL REC	QUIRED? OYes ONo (provide account # if no)
Council approval required fo	or contracts over \$_75,000 for FISCAL YEAR: 2019/20
Motion/Resolution/Ordina	nce No: 2017-06-20-1103, 2019-10-29-1104 Must be Attached
REQUIRED DOCUMENTS	The following documents shall be submitted with the signed contract when required):
Business License Required?	
Bonds Required?	O Yes
Insurance Required?	• Yes • No
Notary Required?	O Yes No Recordation Required? OYes No
Mandatory Routing Or	der
1 DEPARTMENT: Comm	unity Development
DEPARTMENT HEAD APP	ROVAL Auto: 12/11/19
Project Mgr: Heather Momp	ean ext: 8310 Staff: ext:
Forwarded to: Marina Lemos	(Procurement) on: 17-11/19 by:
2 PROCUREMENT	11.
Approved (V) Name/Sigr	nature: Marina Legias MS
Forwarded to:	
3 VENDOR/OTHER PAR	TY Constitution of the second
Signed (🗸) originals on: _ Forwarded to:	on:by:
RISK SERVICES	UII by
Insurance on: 12.18.19	hii Man Daida — hii —
Forwarded to:	by:
5 CITY ATTORNEY	
Approved as to Form and Co	ontent on: \2\8\9 by: \\
Forwarded to:	on: 12-19-19 by: 7 Haut
6 CITY MANAGER	
Signed by City Manager on:	12/21/6 Forwarded to: CC on: 12 w 19 by: mole
7 CITY CLERK	
	2019 Returned PDF original(s) to dept. on: 12 2619 by WWW
Retained (4 * original(s)	for City's file. Hard Copy on file? Yes No O OB#
8 ORIGINATING DEPAR	TMENT:
Requisition No.	Original sent to vendor on: by:
Copy of contract to be re	etained by department. Original on file in the Clerk's office.
Copy of contract sent to Pure	chasing on: by:
9 PROCUREMENT: Puro	chase Order No PUR No

*4 originals retained = each of 4 vendors

2017-06-20-1103 NP

MEMORANDUM

November 26, 2019

TO:

Laurie Montes, Interim City Manager

FROM:

Scott Carney, Acting Director

SUBJECT:

AMENDMENT #2 TO THE PROFESSIONAL SERVICES MASTER

AGREEMENT FOR ON-CALL BUILDING SERVICES

On June 20, 2017, the City Council approved entering into a Professional Services Master Agreement for on-call building plan review and inspection, engineering plan review, and floodplain management services (Attachments A to D - Professional Master Services Agreement 2017-06-20-1103-NP). Additionally, an amendment to the original contract was approved by the City Council on June 27, 2018 to add \$520,000 bringing the total contract amount to \$1,000,000 (Attachments E to H - Amendment to The Professional Services Master Agreement for On-Call Building Services 2017-06-20-1103-NP).

On October 29, 2019, the City Council approved (Motion 2019-10-29-1104) a second amendment to the Professional Services Master Agreement for on-call building services.

For your review and approval today is Standard Agreement Amendment No. 2 for a 1-year time extension and an additional \$700,000 for a total of \$1,700,000 to support these vital services at current rates being experienced due to the unforeseen economic growth within our community for the remainder of the contract.

All other terms and conditions of the original Professional Services Contract for On-Call Building Services shall remain unchanged and in full force and effect.

SCOTT CARNEY, ACTING DIRECTOR

COMMUNITY DEVELOPMENT DEPARTMENT

SC:hm Attachments:

Α.	PSA	Amendment
\sim		VINELIA III CIR

· · · · · · · · · · · · · · · · · · ·	
Contract 2017-06-20-1103	NP Amendment 1
Contract 2017-06-20-1103-01	NP Amendment 1

Contract 2017-06-20-1103-02 NP Amendment 1 Contract 2017-06-20-1103-03 NP Amendment 1

B. PSA Original

Contract 2017-06-20-1103 Contract 2017-06-20-1103-01 NP Contract 2017-06-20-1103-02 NP Contract 2017-06-20-1103-03 NP 4Leaf - Professional Services Master Agreement

Bureau Veritas North America Inc - Professional Services Agreement

CSG Consultants - Professional Services Agreement

West Coast Code Consultants WC3 - Professional Services Agreement

4Leaf - Professional Services Master Agreement Bureau Veritas North America Inc - Professional Services Agreement CSG Consultants - Professional Services Agreement West Coast Code Consultants WC3 - Professional Services Agreement



City of Stockton

Legislation Text

File #: 19-5883, Version: 1

MOTION-2019-10-29-1104

AUTHORIZE AN AMENDMENT TO THE MASTER ON-CALL BUILDING PROFESSIONAL SERVICES AGREEMENT

RECOMMENDATION

It is recommended that the City Council approve a motion to authorize the City Manager to:

- 1. Execute a Professional Services Master Agreement amendment with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
 - a. 4LEAF, Inc. Fair Oaks, CA;
 - b. Bureau Veritas North America, Inc. Sacramento, CA;
 - c. CSG Consultants, Inc. Sacramento, CA;
 - d. West Coast Code Consultants, Inc. San Ramon, CA
- 2. Increase funding for individual projects by \$700,000 for a revised amount not to exceed \$1,700,000 across the entire vendor pool; and
- 3. Extend the duration of the contract for 1 year across the entire vendor pool.

It is recommended that Council authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the motion.

Summary

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. The past 3 fiscal years show an upward trend (average of approximately 15% increase year over year) in permit activity. The current fiscal year to date surpassed projections.

The Community Development Department (CDD) regularly completes multi-year forecasts to estimate staffing levels. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as the provision of

specialized staff for unique or very complicated projects. The CDD regularly reviews workload balances the use of consultants with permanent full-time staff. Staff recommends Council approve a motion to authorize the City Manager to execute an amendment to the Professional Services Master Agreement with the four professional firms as detailed above for a total amount not to exceed \$1,700,000 and extend agreement by one year with an expiration date of June 30, 2021.

DISCUSSION

Background

City Council approved a three-year Professional Services Master Agreement on June 20, 2017 (Attachment A), with four (4) companies to provide on-call building plan review and inspection, engineering plan review, and floodplain management services. The approved compensation for services and reimbursable expenses totaled \$480,000 across all consulting companies.

The agreement structure is an integral part of providing high-level services to the public. On-call building services support is used to mitigate the work created by the influx of development activity when permanent City staff reaches near capacity and needs additional resources to provide necessary service to the public at existing levels of service. Previously, as a result of increased workload, a contract amendment was approved by Council on June 27, 2018 (Attachment B) to increase the amount of the contract by \$520,000; bringing the total to \$1,000,000 as additional resources were needed to provide the level of service that the public expects.

Current Situation

Of the \$1 million contract total (\$480,000 original contract and \$520,000 for Amendment #1) for FY 2017-18 through FY 2019-20, \$320,000 was expended the first year and \$400,000 was expended the second year. This leaves \$280,000 remaining for FY 2019-20. At the current expenditure rate which averages \$40,000 per month, the forecasted rate of expenditure will require an additional \$700,000 over the course of the next fiscal year (FY 2020-21).

Stockton development valuation increased over the past five fiscal years as shown below:

- FY 2014/15 \$212 million
- FY 2015/16 \$303 million
- FY 2016-17 \$308 million
- FY 2017-18 \$408 million
- FY 2018-19 \$441 million

Projections are based on permit activity trends and known projects. The estimates for FY 2019-20 and FY 2020-21 assume an economic slowdown and corresponding reduction in building valuations, \$419 million and \$427 million respectively (Attachment C - Permit Activity and Forecast). These estimates are consistent with the Long-Range Financial Plan. Actual permit activity for the first two months of FY 2019-20 surpassed estimates.

Based on the updated projections, there is a need for an additional \$700,000 and a 1-year contract extension (see proposed Amendment - Attachment D) to provide adequate service levels for the next two years. The CDD will not expend the excess funds and will be in a position supplement staff with contracted resources to meet demand. The contract amendment will add \$220,000 to the \$280,000 remaining in FY 2019-20, and provide a total amount of \$500,000 for FY 2019-20 and \$480,000 for FY 2020-21.

As stated, \$280,000 is currently available for this fiscal year (FY 2019-20) which coincides with the existing contract expiration of June 30, 2020. Staff anticipates that these funds will not be sufficient for the duration of the contract and propose a proactive approach in anticipation for a need to 1) increase appropriations and 2) extend the contract through FY 2020-21.

FINANCIAL SUMMARY

There is sufficient budget in account 048-1830-510 for the \$500,000 cost of the amendment in FY 2019-20. For subsequent years, budget will be appropriated as part of the annual budget development process.

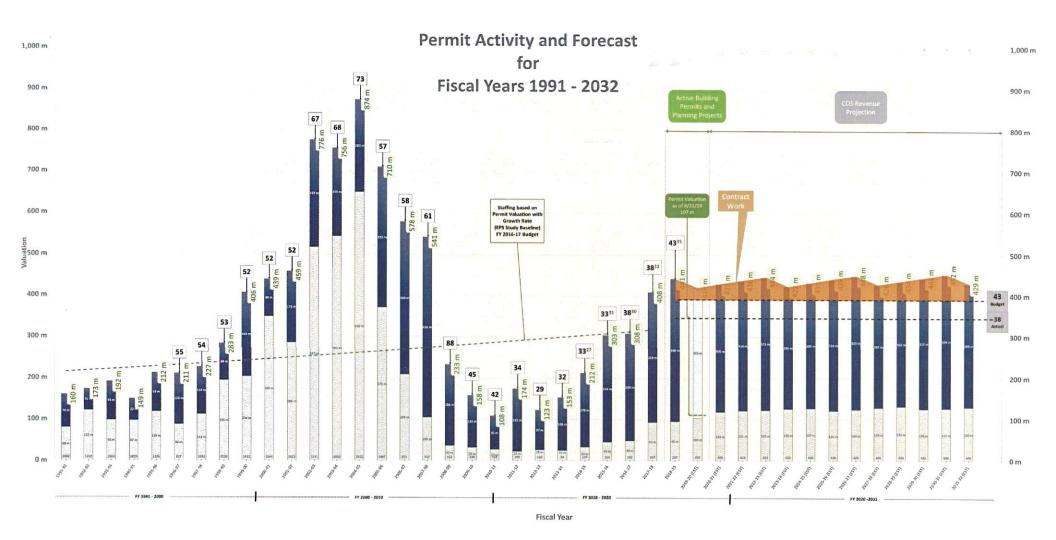
There is no financial impact on the General Fund with this financial action.

Attachment A - Master Services Agreement 2017-06-20-1103 NP

Attachment B - Master Services Agreement Amendment 1

Attachment C - Permit Activity Chart

Attachment D - Proposed Master Services Agreement Amendment 2



		CHANGE ORDE	R CA	ALCUI	.ATC	OR				
endor:	4 Leaf, Bureau Veritas North America Inc, SCG Consultants Inc, We	st Coast Code Inc		75					Date:	12/05/
Project # Master On-Call Bldg Services PUR 17-001									PO Number:	201263 - 20126
Toject # Tojaster Oil-Call Didg Services PUK 17-001									Account Number:	048-18-530.20-
١	ENTRIES IN BOLD RED INDICATION OF CM AUTHORITY CCO AM		EDE	D.				Orig	Original Contract Amount: inal Contract Award Date: Contract Expiration Date:	\$480,000.0 07/19/: 06/30/:
	YOU MUST GO TO COUNCIL FOR A								Contract Amount to date:	\$1,700,000.0
	(Effective 2/26/15: CM Authority = \$75,0								ized CCO Amount to date:	\$1,220,000.00
									Available CCO Funding: ontract Expiration to date:	
CCO No.	Description	Requested		Exten	Control of the control	Appro	uired oval by:	Date CC Approved	Revised	06/30/2 Revised
cco ivo.	Description	CCO Amount	D		WD	CM	CC	(mm/dd/yy)	Contract Amount	CCO Authority Balance
		PREVIOUSLY A	PPRO	OVED	CCC)s				
	Last Council Action	\$520,000.00					Υ	06/27/18	\$1,000,000.00	\$165,000.00
	Total approved CCOs since last Council Action	\$0.00				Υ		11,11,10	71,000,000.00	\$103,000.00
		NEW PROP	OSE	D CCC)s					
The Calebration									\$1,000,000.00	\$165,000.00
2	Increse Funding	\$700,000.00					Υ	10/29/19	\$1,700,000.00	\$235,000.00
	Contract extended 6/30/21			12				10/29/19		
				1000000						
			-							
The Albert										
				1933						
	Total CCO Amount and Time Extension To-Date		TO THE							

PREVIOUSLY APPROVED CCO LIST Vendor: 4 Leaf, Bureau Veritas North America Inc, SCG Consultants Inc, West Coast Code Inc 12/05/19 Date: Dept: CDD 201263 - 201266 PO Number: Master On-Call Bldg Services PUR 17-001 Project # Account Number 048-18-530.20-65 Original Contract Amount: \$ 480,000.00 Original Contract Award Date: 07/19/17 Original Contract Expiration Date: 06/30/20 Time Extensions | Approval by: Requested **Date Approved** Revised CCO No. Description **CCO Amount** D M WD CM CC (mm/dd/yy) **Contract Amount** Original Contract 480,000.00 Amend 1 to add funds 520,000.00 06/27/18 1,000,000.00 Total CCO Amount and Time Extension To-Date ----> \$ 520,000.00 06/27/18 1,000,000.00

CITY OF STOCKTON STANDARD AGREEMENT AMENDMENT

Agreement Number:	Amendment Number:
2017-06-20-1103-01	2

This Amendment Number 2 to the above referenced Agreement is entered into July 19, 2017 between the City of Stockton ("City") and Bureau Veritas North America, Inc. "Contractor".

RECITALS

Section 7 Changes states any changes and related fees shall be mutually agreed upon between the parties and subject to written amendment to this Agreement; and

Section 3 Term states both parties may extend this Agreement up to two one-year extensions; and

The City needs to increase the Compensation, Not to Exceed amount in Section 4 of the Professional Services Agreement by \$700,000 to pay for the Contractor services to effectively provide optimum service due to increased workload; and

Now therefore, the City and the Contractor mutually agree as follows:

(Rev. 6.6.19)

- 1. The termination date in Section 3 of the Professional Services Agreement is amended to: "June 30, 2021"
- 2. The maximum not to exceed amount to be paid to the Contractor, including if authorized, reimbursement of expenses, in Section 4 of the Professional Services Agreement will now read as follows:

Compensation. Compensation for services and reimbursable expenses is hereby amended to be in the amount not to exceed One Million Seven Hundred Thousand Dollars (\$1,700,000), and not to exceed hourly rates as described more particularly under Professional Services Fees found in Exhibit A (4LEAF, Inc.), Exhibit B (Bureau Veritas North America), Exhibit C (CSG Consultants, Inc.), and Exhibit D (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Consultant acknowledges that this amount includes total compensation across four contracts.

3. All other terms and conditions of the Agreement shall remain unchanged and remain in full force and effect unless modified by a written amendment signed by both parties.

CONTRACT	OR
Byreau Veritas North America	
Contractor's Name (if other than an individual, state whether a	corporation, partnership, etc.):
(M Amplich	November 15, 2019
Authorized Signature	Date
Craig Baptista, Director of Operations	
Printed Name and Title of Person Signing	
180 Promenade Circle, ste. 150 Sacramento,	CA 95834
Address	
CITY OF STOC	KTON
Chiffin I Cley SOUNDED	12-24-19
ATTEST:	Date
Eliza R. Garza CMC, City Clerk	
APPROVED AS TO FORM:	
ohn M. Luebberke, City Attorney	
3Y. MA	

RECEIVED City Manager Date Received DEC 19 2019

CONTRACT ROUTING FORM

City Clerk Date Received

CITY MANAGER'S OFFICE Contract Number 2017-06-20-1103 NP AMENDMENT #2

(For Clerk's Use)	
Y OF STOCKTON CITY CONTRACT TYPE (select one)	RIL IA
○ Original ⊙Amendment/Change Order ○ Grant	
O Subdivision Agreement OOther	
CONTRACT INFORMATION Contract Amount: \$ 1,700,000	
Contract Title: PROFESSIONAL SERVICES AGREEMENT FOR BUILDING ON-CALL SERVICES AGREEMENT FOR BUILDING F	
Contract Start Date: 07/19/17 Contract End Date: 06/30/21 Contract Term: 48 Months	
COUNCIL APPROVAL REQUIRED? OYes O No (provide account # if no)	
Council approval required for contracts over \$ 75,000 for FISCAL YEAR: 2019/20	
Motion/Resolution/Ordinance No: 2017-06-20-1103, 2019-10-29-1104 Must be Attached	
REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):	
Business License Required? • Yes • No Business License No. 4Leaf-20 00078218, BV-20 00127671	JD312042
Bonds Required?	_
Insurance Required?	
Notary Required? Yes No Recordation Required? Yes No	
Mandatory Routing Order	
DEPARTMENT: Community Development	
DEPARTMENT HEAD APPROVAL (WAY) date: \(\lambda \lambda \	
Project Mgr: Heather Mompean ext: 8310 Staff: ext: Environment ext: Staff: by:	-
2 PROCUREMENT	and the second
Approved (V) Name/Signature: Mavina herror	
Forwarded to:	_
3 VENDOR/OTHER PARTY	
Signed (✓) originals on:	Again Reserve
Forwarded to: on: by:	
4 RISK SERVICES	
Insurance on: 12.18.19 by: Bonds approved on: by: By: Bonds approved on: by:	
5 CITY ATTORNEY	
Approved as to Form and Content on: \2\8\9 by: \\	- Two
Forwarded to:	_ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \
6 CITY MANAGER	\$
Signed by City Manager on: 12 mla by: by:	v ?
7 CITY CLERK	-
City Clerk attested on: 12 24 9 Returned PDF original(s) to dept. on: 12 26 19 by Mill	
Retained (4 Toriginal(s) for City's file. Hard Copy on file? Yes No O OB #	
8 ORIGINATING DEPARTMENT:	
Requisition No Original sent to vendor on: by:	
Copy of contract to be retained by department. Original on file in the Clerk's office. Copy of contract sent to Purchasing on: by:	
	1598G 37
9 PROCUREMENT: Purchase Order No PUR No	

*4 originals retained = each of 4 vendors

MEMORANDUM

November 26, 2019

TO:

Laurie Montes, Interim City Manager

FROM:

Scott Carney, Acting Director

SUBJECT:

AMENDMENT #2 TO THE PROFESSIONAL SERVICES MASTER

AGREEMENT FOR ON-CALL BUILDING SERVICES

On June 20, 2017, the City Council approved entering into a Professional Services Master Agreement for on-call building plan review and inspection, engineering plan review, and floodplain management services (Attachments A to D - Professional Master Services Agreement 2017-06-20-1103-NP). Additionally, an amendment to the original contract was approved by the City Council on June 27, 2018 to add \$520,000 bringing the total contract amount to \$1,000,000 (Attachments E to H - Amendment to The Professional Services Master Agreement for On-Call Building Services 2017-06-20-1103-NP).

On October 29, 2019, the City Council approved (Motion 2019-10-29-1104) a second amendment to the Professional Services Master Agreement for on-call building services.

For your review and approval today is Standard Agreement Amendment No. 2 for a 1-year time extension and an additional \$700,000 for a total of \$1,700,000 to support these vital services at current rates being experienced due to the unforeseen economic growth within our community for the remainder of the contract.

All other terms and conditions of the original Professional Services Contract for On-Call Building Services shall remain unchanged and in full force and effect.

SCOTT CARNEY, ACTING DIRECTOR

COMMUNITY DEVELOPMENT DEPARTMENT

SC:hm

Attachments:

Α.	20	A AI	TI	eı	7(ıme	ent	1
	_			-			_	

Contract 2017-06-20-1103 NP Amendment 1 Contract 2017-06-20-1103-01 NP Amendment 1 Contract 2017-06-20-1103-02 NP Amendment 1

Contract 2017-06-20-1103-03 NP Amendment 1

B. PSA Original

Contract 2017-06-20-1103 Contract 2017-06-20-1103-01 NP

Contract 2017-06-20-1103-02 NP

Contract 2017-06-20-1103-03 NP

4Leaf - Professional Services Master Agreement

Bureau Veritas North America Inc - Professional Services Agreement

CSG Consultants - Professional Services Agreement

West Coast Code Consultants WC3 - Professional Services Agreement

4Leaf - Professional Services Master Agreement

Bureau Veritas North America Inc - Professional Services Agreement

CSG Consultants - Professional Services Agreement

West Coast Code Consultants WC3 - Professional Services Agreement



City of Stockton

Legislation Text

File #: 19-5883, Version: 1

MOTION-2019-10-29-1104

AUTHORIZE AN AMENDMENT TO THE MASTER ON-CALL BUILDING PROFESSIONAL SERVICES AGREEMENT

RECOMMENDATION

It is recommended that the City Council approve a motion to authorize the City Manager to:

- 1. Execute a Professional Services Master Agreement amendment with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
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DISCUSSION

Background

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- FY 2016-17 \$308 million
- FY 2017-18 \$408 million
- FY 2018-19 \$441 million

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Based on the updated projections, there is a need for an additional \$700,000 and a 1-year contract extension (see proposed Amendment - Attachment D) to provide adequate service levels for the next two years. The CDD will not expend the excess funds and will be in a position supplement staff with contracted resources to meet demand. The contract amendment will add \$220,000 to the \$280,000 remaining in FY 2019-20, and provide a total amount of \$500,000 for FY 2019-20 and \$480,000 for FY 2020-21.

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FINANCIAL SUMMARY

There is sufficient budget in account 048-1830-510 for the \$500,000 cost of the amendment in FY 2019-20. For subsequent years, budget will be appropriated as part of the annual budget development process.

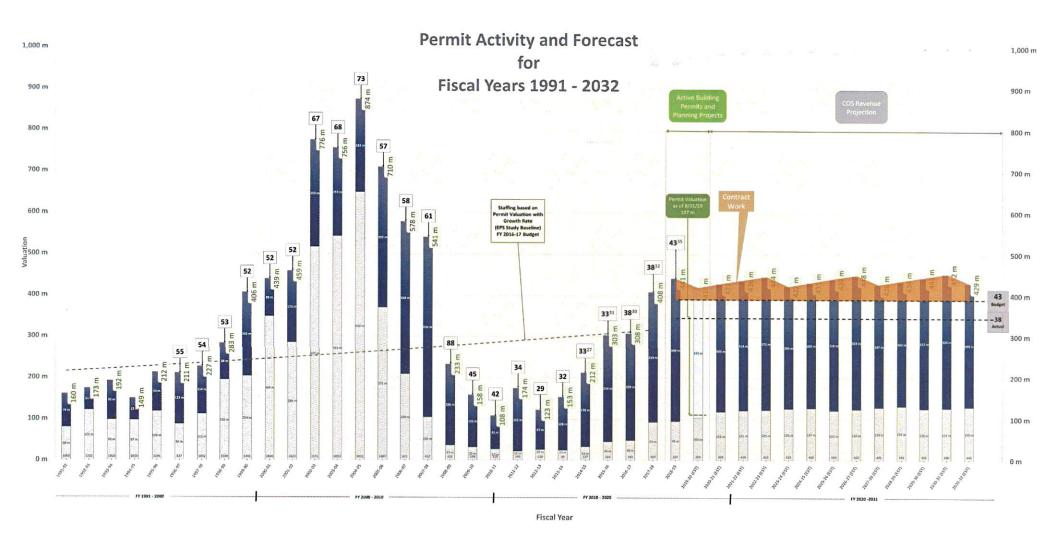
There is no financial impact on the General Fund with this financial action.

Attachment A - Master Services Agreement 2017-06-20-1103 NP

Attachment B - Master Services Agreement Amendment 1

Attachment C - Permit Activity Chart

Attachment D - Proposed Master Services Agreement Amendment 2



		CHANGE ORDE	R CA	ALCUI	ATC	R				
Vendor:	4 Leaf, Bureau Veritas North America Inc, SCG Consultants Inc, West C	Coast Code Inc							Date:	12/05/1
Dept:	CDD					PO Number:	201263 - 201266			
Project #	roject # Master On-Call Bldg Services PUR 17-001 Account Number:								048-18-530.20-65	
,	ENTRIES IN BOLD RED INDICAT YOUR BALANCE OF CM AUTHORITY CCO AMOL		DE	D.				Orig	Original Contract Amount: ginal Contract Award Date: Contract Expiration Date:	\$480,000.00 07/19/17 06/30/20
	YOU MUST GO TO COUNCIL FOR APP	ROVAL							Contract Amount to date:	\$1,700,000.00
								Author	ized CCO Amount to date:	\$1,220,000.00
	(Effective 2/26/15: CM Authority = \$75,000)								Available CCO Funding:	
								Co	ontract Expiration to date:	06/30/21
		Requested	Time	e Exten	sions		uired oval by:	Date CC Approved	Revised	Revised
CCO No.	Description	CCO Amount	D	М	WD	СМ	СС	(mm/dd/yy)	Contract Amount	CCO Authority Balance
		PREVIOUSLY A	PPRO	OVED	CCC)s				•
	Last Council Action	\$520,000.00					Y	06/27/18	\$1,000,000.00	\$165,000.00
	Total approved CCOs since last Council Action	\$0.00				Υ		, , , , , , , , , , , , , , , , , , , ,	+=/000/000100	7105,000.00
		NEW PROP	OSE	D CC	Os					
									\$1,000,000.00	\$165,000.00
2	Increse Funding	\$700,000.00					Υ	10/29/19	\$1,700,000.00	\$235,000.00
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2017-06-20-1103-02 NP

CITY OF STOCKTON STANDARD AGREEMENT AMENDMENT

Agreement Number:	Amendment Number:
2017-06-20-1103	2

This Amendment Number 2 to the above referenced Agreement is entered into July 19, 2017 between the City of Stockton ("City") and CSG Consultants, Inc. "Contractor".

RECITALS

Section 7 Changes states any changes and related fees shall be mutually agreed upon between the parties and subject to written amendment to this Agreement; and

Section 3 Term states both parties may extend this Agreement up to two one-year extensions; and

The City needs to increase the Compensation, Not to Exceed amount in Section 4 of the Professional Services Agreement by \$700,000 to pay for the Contractor services to effectively provide optimum service due to increased workload; and

Now therefore, the City and the Contractor mutually agree as follows:

1.The termination date in Section 3 of the Professional Services Agreement is amended to: "June 30, 2021"

IN WITNESS WHEREOF, the authorized parties have executed this Agreement.

2.The maximum not to exceed amount to be paid to the Contractor, including if authorized, reimbursement of expenses, in Section 4 of the Professional Services Agreement will now read as follows:

Compensation. Compensation for services and reimbursable expenses is hereby amended to be in the amount not to exceed One Million Seven Hundred Thousand Dollars (\$1,700,000), and not to exceed hourly rates as described more particularly under Professional Services Fees found in Exhibit A (4LEAF, Inc.), Exhibit B (Bureau Veritas North America), Exhibit C (CSG Consultants, Inc.), and Exhibit D (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Consultant acknowledges that this amount includes total compensation across four contracts.

All other terms and conditions of the Agreement shall remain unchanged and remain in full force and effect unless modified by a written amendment signed by both parties.

CONTRACT	OR
CSG Consultants, Inc., a California corporation	
Contractor's Name (if other than an individual, state whether a contractor)	corporation, partnership, etc.):
an I	11-18-19
Authorized Signature	Date
Cyrus Kianpour, President	
Printed Name and Title of Person Signing	
550 Pilgrim Drive, Foster City, CA 94404	
Address	
CITY OF STOC	KTON
74	12-24-19
Tov Laurie Montes, Acting City Manager	Date
ATTEST:	
for Musical States	
Eliza R. Garza CMC, City Clerk	
APPROVED AS TO FORM:	
John M. Luebberke, City Attorney	
BY: Y MAN	

RECEIVED City Manager Date Received DEC 19 2019

CONTRACT ROUTING FORM

City Clerk Date Received

CITY MANAGER'S OFFICE

Contract Number 2017-06-20-1103 NP AMENDMENT #2

CITY OF STOCKTON

(For Clerk's Use)

CITY CONTRACT TYPE (select one)
Original ⊙Amendment/Change Order ⊙Grant
O Subdivision Agreement Oother
O dubulvision Agreement O duter
CONTRACT INFORMATION Contract Amount: \$_1,700,000
Contract Title: PROFESSIONAL SERVICES AGREEMENT FOR BUILDING ON-CALL SERVICES SAA #2
Vendor/Other Party: 4Leaf, Bureau Veritas North America Inc., CSG Consultants & West Coast Code Consultants
Contract Start Date: 07/19/17 Contract End Date: 06/30/21 Contract Term: 48 Months
COUNCIL APPROVAL REQUIRED? OYes ONo (provide account # if no)
Council approval required for contracts over \$ 75,000 for FISCAL YEAR: 2019/20
Motion/Resolution/Ordinance No: 2017-06-20-1103, 2019-10-29-1104 Must be Attached (•)
REQUIRED DOCUMENTS (The following documents shall be submitted with the signed contract when required):
Business License Required? • Yes O No Business License No. 4Leaf-20 00078218, BV-20 00127671
Bonds Required?
Insurance Required?
Notary Required? Yes No Recordation Required? Yes No
Mandatory Routing Order
1 DEPARTMENT: Community Development
DEPARTMENT HEAD APPROVAL WAYNA date: YV/11/19
Project Mgr: Heather Mompean ext: 8310 Staff: ext:
Forwarded to: Marina Lemos (Procurement) on: 1711119 by:
Approved (V) Name/Signature: Marina herror by: Marina herror by: Marina herror
3 VENDOR/OTHER PARTY
Signed (🗸) originals on:
Forwarded to: on: by:
4 RISK SERVICES
Insurance on: 12.18.19 by:
5 CITY ATTORNEY
Approved as to Form and Content on: \2 18 19 by: \ Forwarded to: \(\text{Approved} \)
Forwarded to:
Signed by City Manager on: 12/20/19 Forwarded to: CC on: 12/2019 by: by:
7 CITY CLERK
City Clerk attested on: 12 24 9 Returned POF original(s) to dept. on: 12 24 9 by Retained (4) Foriginal(s) for City's file. Hard Copy on file? Yes No O OB#
8 ORIGINATING DEPARTMENT:
Requisition No by:by:
Copy of contract to be retained by department. Original on file in the Clerk's office. Copy of contract sent to Purchasing on: by:
9 PROCUREMENT: Purchase Order No PUR No

*4 originals retained = each of 4 vendors

2017-06-20-1103 NP Amendment 2

MEMORANDUM

November 26, 2019

TO:

Laurie Montes, Interim City Manager

FROM:

Scott Carney, Acting Director

SUBJECT:

AMENDMENT #2 TO THE PROFESSIONAL SERVICES MASTER

AGREEMENT FOR ON-CALL BUILDING SERVICES

On June 20, 2017, the City Council approved entering into a Professional Services Master Agreement for on-call building plan review and inspection, engineering plan review, and floodplain management services (Attachments A to D – Professional Master Services Agreement 2017-06-20-1103-NP). Additionally, an amendment to the original contract was approved by the City Council on June 27, 2018 to add \$520,000 bringing the total contract amount to \$1,000,000 (Attachments E to H – Amendment to The Professional Services Master Agreement for On-Call Building Services 2017-06-20-1103-NP).

On October 29, 2019, the City Council approved (Motion 2019-10-29-1104) a second amendment to the Professional Services Master Agreement for on-call building services.

For your review and approval today is Standard Agreement Amendment No. 2 for a 1-year time extension and an additional \$700,000 for a total of \$1,700,000 to support these vital services at current rates being experienced due to the unforeseen economic growth within our community for the remainder of the contract.

All other terms and conditions of the original Professional Services Contract for On-Call Building Services shall remain unchanged and in full force and effect.

SCOTT CARNEY, ACTING DIRECTOR

COMMUNITY DEVELOPMENT DEPARTMENT

SC:hm

Attachments	Atta	achr	nei	าtร
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A. PSA Amendment 1

Contract 2017-06-20-1103 NP Amendment 1 Contract 2017-06-20-1103-01 NP Amendment 1 Contract 2017-06-20-1103-02 NP Amendment 1

Contract 2017-06-20-1103-03 NP Amendment 1

B. PSA Original

Contract 2017-06-20-1103 NP Contract 2017-06-20-1103-01 NP Contract 2017-06-20-1103-02 NP Contract 2017-06-20-1103-03 NP 4Leaf - Professional Services Master Agreement

Bureau Veritas North America Inc - Professional Services Agreement

CSG Consultants - Professional Services Agreement

West Coast Code Consultants WC3 - Professional Services Agreement

4Leaf - Professional Services Master Agreement

Bureau Veritas North America Inc - Professional Services Agreement

CSG Consultants - Professional Services Agreement

West Coast Code Consultants WC3 - Professional Services Agreement



City of Stockton

Legislation Text

File #: 19-5883, Version: 1

MOTION-2019-10-29-1104

AUTHORIZE AN AMENDMENT TO THE MASTER ON-CALL BUILDING PROFESSIONAL SERVICES AGREEMENT

RECOMMENDATION

It is recommended that the City Council approve a motion to authorize the City Manager to:

- 1. Execute a Professional Services Master Agreement amendment with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
 - a. 4LEAF, Inc. Fair Oaks, CA;
 - b. Bureau Veritas North America, Inc. Sacramento, CA;
 - c. CSG Consultants, Inc. Sacramento, CA;
 - d. West Coast Code Consultants, Inc. San Ramon, CA
- 2. Increase funding for individual projects by \$700,000 for a revised amount not to exceed \$1,700,000 across the entire vendor pool; and
- 3. Extend the duration of the contract for 1 year across the entire vendor pool.

It is recommended that Council authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the motion.

<u>Summary</u>

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. The past 3 fiscal years show an upward trend (average of approximately 15% increase year over year) in permit activity. The current fiscal year to date surpassed projections.

The Community Development Department (CDD) regularly completes multi-year forecasts to estimate staffing levels. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as the provision of

specialized staff for unique or very complicated projects. The CDD regularly reviews workload balances the use of consultants with permanent full-time staff. Staff recommends Council approve a motion to authorize the City Manager to execute an amendment to the Professional Services Master Agreement with the four professional firms as detailed above for a total amount not to exceed \$1,700,000 and extend agreement by one year with an expiration date of June 30, 2021.

DISCUSSION

Background

City Council approved a three-year Professional Services Master Agreement on June 20, 2017 (Attachment A), with four (4) companies to provide on-call building plan review and inspection, engineering plan review, and floodplain management services. The approved compensation for services and reimbursable expenses totaled \$480,000 across all consulting companies.

The agreement structure is an integral part of providing high-level services to the public. On-call building services support is used to mitigate the work created by the influx of development activity when permanent City staff reaches near capacity and needs additional resources to provide necessary service to the public at existing levels of service. Previously, as a result of increased workload, a contract amendment was approved by Council on June 27, 2018 (Attachment B) to increase the amount of the contract by \$520,000; bringing the total to \$1,000,000 as additional resources were needed to provide the level of service that the public expects.

Current Situation

Of the \$1 million contract total (\$480,000 original contract and \$520,000 for Amendment #1) for FY 2017-18 through FY 2019-20, \$320,000 was expended the first year and \$400,000 was expended the second year. This leaves \$280,000 remaining for FY 2019-20. At the current expenditure rate which averages \$40,000 per month, the forecasted rate of expenditure will require an additional \$700,000 over the course of the next fiscal year (FY 2020-21).

Stockton development valuation increased over the past five fiscal years as shown below:

- FY 2014/15 ~ \$212 million
- FY 2015/16 \$303 million
- FY 2016-17 \$308 million
- FY 2017-18 \$408 million
- FY 2018-19 \$441 million

Projections are based on permit activity trends and known projects. The estimates for FY 2019-20 and FY 2020-21 assume an economic slowdown and corresponding reduction in building valuations, \$419 million and \$427 million respectively (Attachment C - Permit Activity and Forecast). These estimates are consistent with the Long-Range Financial Plan. Actual permit activity for the first two months of FY 2019-20 surpassed estimates.

Based on the updated projections, there is a need for an additional \$700,000 and a 1-year contract extension (see proposed Amendment - Attachment D) to provide adequate service levels for the next two years. The CDD will not expend the excess funds and will be in a position supplement staff with contracted resources to meet demand. The contract amendment will add \$220,000 to the \$280,000 remaining in FY 2019-20, and provide a total amount of \$500,000 for FY 2019-20 and \$480,000 for FY 2020-21.

As stated, \$280,000 is currently available for this fiscal year (FY 2019-20) which coincides with the existing contract expiration of June 30, 2020. Staff anticipates that these funds will not be sufficient for the duration of the contract and propose a proactive approach in anticipation for a need to 1) increase appropriations and 2) extend the contract through FY 2020-21.

FINANCIAL SUMMARY

There is sufficient budget in account 048-1830-510 for the \$500,000 cost of the amendment in FY 2019-20. For subsequent years, budget will be appropriated as part of the annual budget development process.

There is no financial impact on the General Fund with this financial action.

Attachment A - Master Services Agreement 2017-06-20-1103 NP

Attachment B - Master Services Agreement Amendment 1

Attachment C - Permit Activity Chart

Attachment D - Proposed Master Services Agreement Amendment 2

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	\$1,220,000.00	2	Contract extended 6/30/21		12		10/29/19		
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Vendor:	4 Leaf, Bureau Veritas North America Inc, SCG Consultants Inc, West Co	, West Coast Code Inc						Date:	12/05/19
Dept:	CDD							PO Number:	201263 - 201266
Project #	Master On-Call Bldg Services PUR 17-001							Account Number:	048-18-530.20-65
								Original Contract Amount:	480,000.00
							Orig	Original Contract Award Date:	07/19/17
							Original	Original Contract Expiration Date:	06/30/20
		Requested	Time E	Time Extensions		Approval by:	Date Approved	Revised	
CCO No.		CCO Amount	۵	M WD	8	ម	(mm/dd/yy)	Contract	
	Original Contract								
1	Amend 1 to add funds	\$ 520,000.00				γ	06/27/18	\$ 1,000,000.00	
			100						
	Total CCO Amount and Time Extension To-Date>	\$ 520,000.00					06/27/18	\$ 1,000,000.00	

CITY OF STOCKTON STANDARD AGREEMENT AMENDMENT

Agreement Number:	Amendment Number:
2017-06-20-1103	2

This Amendment Number 2 to the above referenced Agreement is entered into July 19, 2017 between the City of Stockton ("City") and West Coast Code Consultants, Inc. "Contractor".

RECITALS

Section 7 Changes states any changes and related fees shall be mutually agreed upon between the parties and subject to written amendment to this Agreement; and

Section 3 Term states both parties may extend this Agreement up to two one-year extensions; and

The City needs to increase the Compensation, Not to Exceed amount in Section 4 of the Professional Services Agreement by \$700,000 to pay for the Contractor services to effectively provide optimum service due to increased workload; and

Now therefore, the City and the Contractor mutually agree as follows:

1. The termination date in Section 3 of the Professional Services Agreement is amended to: "June 30, 2021"

IN WITNESS WHEREOF, the authorized parties have executed this Agreement.

2. The maximum not to exceed amount to be paid to the Contractor, including if authorized, reimbursement of expenses, in Section 4 of the Professional Services Agreement will now read as follows:

Compensation. Compensation for services and reimbursable expenses is hereby amended to be in the amount not to exceed One Million Seven Hundred Thousand Dollars (\$1,700,000), and not to exceed hourly rates as described more particularly under Professional Services Fees found in **Exhibit A** (4LEAF, Inc.), **Exhibit B** (Bureau Veritas North America), **Exhibit C** (CSG Consultants, Inc.), and **Exhibit D** (West Coast Code Consultants, Inc.). The payments shall be made on a monthly basis upon receipt and approval of Consultant's invoice. Consultant acknowledges that this amount includes total compensation across four contracts.

All other terms and conditions of the Agreement shall remain unchanged and remain in full force and effect unless modified by a written amendment signed by both parties.

CONTRA	CTOR
West Coast code Consultants, Inc	
Contractor's Name (if other than an individual, state whether	a corporation, partnership, etc.):
Myros	11/18/19
Authorized Signature	Date
Giyan Senaratne Principal / CEO Printed Name and Title of Person Signing	
2400 Camino Ramon, Suite 240, San Ramon, Address	CA 94583
CITY OF STO	OCKTON
C. Chijten T- Clesa	12-24-19
Laurie Montes, Acting City Manage ADED	Date
ATTEST: Eliza R. Garza CMC, City Cie	
Eliza N. Gaiza Givio, Oily was	
APPROVED AS TO FORM: CORPORATED STATES	
John M. Luebberke, City Attorney ORALD	
BY:	

RECEIVED

City Manager Date Received DEC 19 2019

CONTRACT ROUTING FORM

City Clerk Date Received

CIT

CITY MANAGER'S OFFICE Contract Number 2017-06-20-1103 NP AMENDMENT #2

MANAGERSOFFICE	(For Clerk's Use)	
Y OF STOCKTON		
CITY CONTRACT TYPE		
○ Original ⊙ Amend○ Subdivision Agreem	dment/Change Order	
O Subdivision Agreen	lent Oother	
CONTRACT INFORMAT	TION Contract Amount: \$ 1,700,000	
	ROFESSIONAL SERVICES AGREEMENT FOR BUILDING ON-CALL SERVICES SAA#2	
	Leaf, Bureau Veritas North America Inc., CSG Consultants & West Coast Code Consultants	
is And	19/17 Contract End Date: 06/30/21 Contract Term: 48 Months	
COUNCIL APPROVAL	REQUIRED? • Yes • No (provide account # if no)	
	ed for contracts over \$ 75,000 for FISCAL YEAR: 2019/20 dinance No: 2017-06-20-1103, 2019-10-29-1104 Must be Attached (•)	
(C)	dinance No: 2017-06-20-1103, 2019-10-29-1104 Must be Attached	
REQUIRED DOCUMENT	TS (The following documents shall be submitted with the signed contract when required):	
Business License Require	red? • Yes • No Business License No. 4Leaf-20 00078218, BV-20 00127671	
Bonds Required?	O Yes	
Insurance Required?	● Yes ● No	
Notary Required?	O Yes No Recordation Required? OYes No	
	g Order	
1 DEPARTMENT: Co	ommunity Development	
DEPARTMENT HEAD A	APPROVAL (WM) date: 12/11/19	
Project Mgr: Heather M		
	mos (Procurement) on: 1911/19 by:	
2 PROCUREMENT		
Approved (V) Name/	Signature: Marina Legios US	
Forwarded to:	on: 13/13/19 by: Wanna Lemos	
3 VENDOR/OTHER P	PARTY	
Signed (🗸) originals or		N
Forwarded to:	on: by:	0
4 RISK SERVICES		
Insurance on: 12.18 Forwarded to: CA		2017-06
5 CITY ATTORNEY		NX
Approved as to Form and	d Content on: \2 \8 \9 by: \\	\$0
Forwarded to:	on: 12-19-19 by: 7 Haut	==
6 CITY MANAGER		Ed
Signed by City Manager	on: 12/24/16 Forwarded to: CC on: 12/24/19 by: Lynch	Amendment
7 CITY CLERK		73
City Clerk attested on:		N)
8 ORIGINATING DEF	al(s) for City's file. Hard Copy on file? Yes No O OB #	10
- Fangarand		
Requisition No.	Original sent to vendor on: by:	
Copy of contract to b	pe retained by department. Original on file in the Clerk's office. Purchasing on: by:	
	Purchase Order No PUR No	
Associated to the second secon	20,110	

*4 originals retained = each of 4 vendors

MEMORANDUM

November 26, 2019

TO:

Laurie Montes, Interim City Manager

FROM:

Scott Carney, Acting Director

SUBJECT:

AMENDMENT #2 TO THE PROFESSIONAL SERVICES MASTER

AGREEMENT FOR ON-CALL BUILDING SERVICES

On June 20, 2017, the City Council approved entering into a Professional Services Master Agreement for on-call building plan review and inspection, engineering plan review, and floodplain management services (Attachments A to D – Professional Master Services Agreement 2017-06-20-1103-NP). Additionally, an amendment to the original contract was approved by the City Council on June 27, 2018 to add \$520,000 bringing the total contract amount to \$1,000,000 (Attachments E to H – Amendment to The Professional Services Master Agreement for On-Call Building Services 2017-06-20-1103-NP).

On October 29, 2019, the City Council approved (Motion 2019-10-29-1104) a second amendment to the Professional Services Master Agreement for on-call building services.

For your review and approval today is Standard Agreement Amendment No. 2 for a 1-year time extension and an additional \$700,000 for a total of \$1,700,000 to support these vital services at current rates being experienced due to the unforeseen economic growth within our community for the remainder of the contract.

All other terms and conditions of the original Professional Services Contract for On-Call Building Services shall remain unchanged and in full force and effect.

SCOTT CARNEY, ACTING DIRECTOR

COMMUNITY DEVELOPMENT DEPARTMENT

SC:hm

Attachments:	
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Contract 2017-06-20-1103 NP Amendment 1 Contract 2017-06-20-1103-01 NP Amendment 1

Contract 2017-06-20-1103-02 NP Amendment 1 Contract 2017-06-20-1103-03 NP Amendment 1

B. PSA Original

Contract 2017-06-20-1103 NP Contract 2017-06-20-1103-01 NP Contract 2017-06-20-1103-02 NP

Contract 2017-06-20-1103-03 NP

4Leaf - Professional Services Master Agreement

Bureau Veritas North America Inc - Professional Services Agreement CSG Consultants - Professional Services Agreement

West Coast Code Consultants WC3 - Professional Services Agreement

4Leaf - Professional Services Master Agreement
Bureau Veritas North America Inc - Professional Services Agreement
CSG Consultants - Professional Services Agreement
West Coast Code Consultants WC3 - Professional Services Agreement



City of Stockton

Legislation Text

File #: 19-5883, Version: 1

MOTION-2019-10-29-1104

AUTHORIZE AN AMENDMENT TO THE MASTER ON-CALL BUILDING PROFESSIONAL SERVICES AGREEMENT

RECOMMENDATION

It is recommended that the City Council approve a motion to authorize the City Manager to:

- 1. Execute a Professional Services Master Agreement amendment with the following professional firms for on-call contract support for Building Plan Review and Inspection, Engineering Plan Review, and Floodplain Management Services:
 - a. 4LEAF, Inc. Fair Oaks, CA;
 - b. Bureau Veritas North America, Inc. Sacramento, CA;
 - c. CSG Consultants, Inc. Sacramento, CA;
 - d. West Coast Code Consultants, Inc. San Ramon, CA
- 2. Increase funding for individual projects by \$700,000 for a revised amount not to exceed \$1,700,000 across the entire vendor pool; and
- 3. Extend the duration of the contract for 1 year across the entire vendor pool.

It is recommended that Council authorize the City Manager to take all necessary and appropriate actions to carry out the purpose and intent of the motion.

Summary

There is a continued need to maintain an on-call list of building inspectors, plan examiners, and engineers to meet the demand for service during peak periods. Development is cyclical, and during an improving economy, the demand for building plan review and inspection services can outpace staffing levels. The past 3 fiscal years show an upward trend (average of approximately 15% increase year over year) in permit activity. The current fiscal year to date surpassed projections.

The Community Development Department (CDD) regularly completes multi-year forecasts to estimate staffing levels. The availability of multiple professional firms provides flexible resources to meet peak service demand as well as the provision of

specialized staff for unique or very complicated projects. The CDD regularly reviews workload balances the use of consultants with permanent full-time staff. Staff recommends Council approve a motion to authorize the City Manager to execute an amendment to the Professional Services Master Agreement with the four professional firms as detailed above for a total amount not to exceed \$1,700,000 and extend agreement by one year with an expiration date of June 30, 2021.

DISCUSSION

Background

City Council approved a three-year Professional Services Master Agreement on June 20, 2017 (Attachment A), with four (4) companies to provide on-call building plan review and inspection, engineering plan review, and floodplain management services. The approved compensation for services and reimbursable expenses totaled \$480,000 across all consulting companies.

The agreement structure is an integral part of providing high-level services to the public. On-call building services support is used to mitigate the work created by the influx of development activity when permanent City staff reaches near capacity and needs additional resources to provide necessary service to the public at existing levels of service. Previously, as a result of increased workload, a contract amendment was approved by Council on June 27, 2018 (Attachment B) to increase the amount of the contract by \$520,000; bringing the total to \$1,000,000 as additional resources were needed to provide the level of service that the public expects.

Current Situation

Of the \$1 million contract total (\$480,000 original contract and \$520,000 for Amendment #1) for FY 2017-18 through FY 2019-20, \$320,000 was expended the first year and \$400,000 was expended the second year. This leaves \$280,000 remaining for FY 2019-20. At the current expenditure rate which averages \$40,000 per month, the forecasted rate of expenditure will require an additional \$700,000 over the course of the next fiscal year (FY 2020-21).

Stockton development valuation increased over the past five fiscal years as shown below:

- FY 2014/15 \$212 million
- FY 2015/16 \$303 million
- FY 2016-17 \$308 million
- FY 2017-18 \$408 million
- FY 2018-19 \$441 million

Projections are based on permit activity trends and known projects. The estimates for FY 2019-20 and FY 2020-21 assume an economic slowdown and corresponding reduction in building valuations, \$419 million and \$427 million respectively (Attachment C - Permit Activity and Forecast). These estimates are consistent with the Long-Range Financial Plan. Actual permit activity for the first two months of FY 2019-20 surpassed estimates.

Based on the updated projections, there is a need for an additional \$700,000 and a 1-year contract extension (see proposed Amendment - Attachment D) to provide adequate service levels for the next two years. The CDD will not expend the excess funds and will be in a position supplement staff with contracted resources to meet demand. The contract amendment will add \$220,000 to the \$280,000 remaining in FY 2019-20, and provide a total amount of \$500,000 for FY 2019-20 and \$480,000 for FY 2020-21.

As stated, \$280,000 is currently available for this fiscal year (FY 2019-20) which coincides with the existing contract expiration of June 30, 2020. Staff anticipates that these funds will not be sufficient for the duration of the contract and propose a proactive approach in anticipation for a need to 1) increase appropriations and 2) extend the contract through FY 2020-21.

FINANCIAL SUMMARY

There is sufficient budget in account 048-1830-510 for the \$500,000 cost of the amendment in FY 2019-20. For subsequent years, budget will be appropriated as part of the annual budget development process.

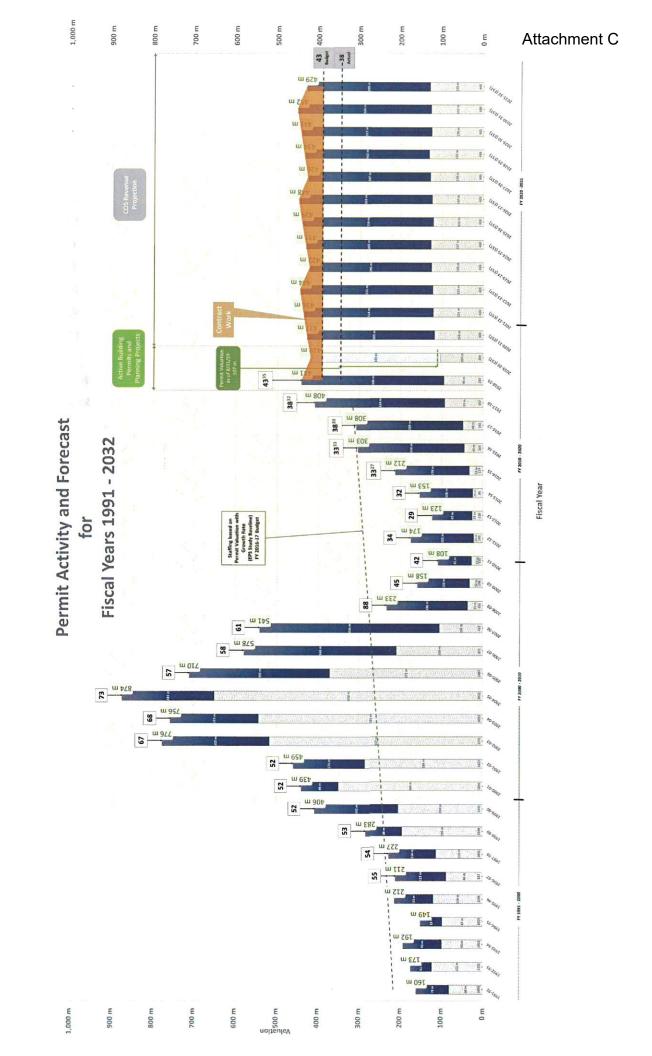
There is no financial impact on the General Fund with this financial action.

Attachment A - Master Services Agreement 2017-06-20-1103 NP

Attachment B - Master Services Agreement Amendment 1

Attachment C - Permit Activity Chart

Attachment D - Proposed Master Services Agreement Amendment 2



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Vendor:	4 Leaf, Bureau Veritas North America Inc, SCG Consultants Inc, West Coast Code Inc	ast Code Inc				Date:	12/05/19
Dept:	CDD			sker I		PO Number:	201263 - 201266
Project #	Master On-Call Bldg Services PUR 17-001					Account Number:	048-18-530.20-65
						Original Contract Amount:	\$480,000.00
	ENTRIES IN BOID RFD INDICATE				Orig	Original Contract Award Date:	71/91/17
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	Total approved CCOs since last Council Action	\$0.00		>			
		NEW PROP	NEW PROPOSED CCOs				
						\$1,000,000.00	\$165,000.00
2	Increse Funding	\$700,000.00		,	10/29/19	\$1,700,000.00	\$235,000.00
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