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DEPARTMENT OF
PUBLIC WORKS

CITY OF SACRAMENTO
CALIFORNIA

TECHNICAL SERVICES DIVISION

DEVELOPMENT SERVICES
1231 I STREET
ROOM 200
SACRAMENTO, CA
95814
PH 916-264-7995
FAX 916-264-5786

February 27, 2002

City Council
Sacramento, California

Honorable Members In Session:

**SUBJECT: APPROVAL OF SUPPLEMENTAL AGREEMENT NO. 1 WITH WILLDAN
FOR DEVELOPMENT PLAN CHECK AND RELATED ENGINEERING
SERVICES**

LOCATION/COUNCIL DISTRICT:

Citywide

RECOMMENDATION:

This report recommends that the City Council authorize the City Manager to execute Supplemental Agreement No. 1 as an addendum to the existing professional services agreement with Willdan for development plan check and related engineering services on an as-needed basis. This action would increase the not-to-exceed amount from \$99,500 to \$349,500.

CONTACT PERSON:

Fritz Buchman, Senior Engineer, 264-7493

FOR COUNCIL MEETING OF:

March 26, 2002

SUMMARY:

On December 15, 2001 the City of Sacramento entered into a professional services agreement in the amount of \$99,500 with Willdan for development plan check and related engineering services.

In order to maximize efficiency and augment Public Works' development staff during the presently high level of development activity, staff recommends that the current agreement with Willdan be increased to \$349,500.00.

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Willdan is familiar with the City's design standards and specifications, including the special standards adopted for North Natomas. Staffs' recommendation to continue with Willdan eliminates an interruption in development plan check services and the financial cost to train staff and/or a new consultant.

COMMITTEE/COMMISSION ACTION:

None.

BACKGROUND INFORMATION:

On December 15, 2001 the City of Sacramento entered into a professional services agreement for an amount not to exceed \$99,500 with Willdan for development plan check and related engineering services.

The purpose of the agreement is to allow the City to accommodate the current peak in development plan check workload, largely due to increased development activity in North Natomas, without adding career positions to the base plan check staffing level. The City has received excellent service at a reasonable price from Willdan during the course of the present agreement. Willdan is familiar with the City's design standards and specifications, including the special standards adopted for North Natomas. Extending the present agreement with Willdan per staff's recommendation would maintain plan check service continuity for numerous projects, primarily in North Natomas, and would prevent potential interruptions in plan check services while training staff and/or a new consultant.

FINANCIAL CONSIDERATIONS:

Professional service fees provided for in the agreement would be paid from Plan Check and Inspection Fee revenues. There is no fiscal impact to the City's General Fund from the proposed agreement.

ENVIRONMENTAL CONSIDERATIONS:

The approval of this agreement is not considered a project as defined by Section 15378 of the California Environmental Quality Act (CEQA) guidelines.

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POLICY CONSIDERATIONS:

Pursuant to Title 3, Section 3.64.020 of the City Code, the city council shall authorize the execution of agreements for services where the amount to be expended under each such agreement equals or exceeds one hundred thousand dollars (\$100,000.00). The proposed Supplemental Agreement raises the contract limit to \$349,500; therefore, the agreement requires approval by the City Council.

ESBD CONSIDERATIONS:

Sole source justification was used on the original contract based on continuity of service considerations and on the fact that Willdan, having three immediately preceding years of first-hand experience with the City, was uniquely qualified to perform the services required under the contract.

Approved:



Gary Alm
Manager, Development Services Division

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager

Approved:



Michael Kashiwagi
Director of Public Works

FB:me

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RESOLUTION NO. 2002-152

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

**APPROVING SUPPLEMENTAL AGREEMENT NO. 1 TO WILLDAN
FOR ENGINEERING PLAN CHECK SERVICES FOR THE NORTH
NATOMAS AREA**

**WHEREAS, THE CITY COUNCIL OF THE CITY OF SACRAMENTO FINDS AND
DETERMINES AS FOLLOWS:**

1. Agreement No. 01-1109 is amended to change the maximum not-to-exceed amount from \$99,500.00 to \$349,500.00. The total sum of this professional services agreement shall not exceed the cumulative allowable maximum amount authorized in this resolution.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____