

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 13, 2023

FROM

CHAD NOTTINGHAM, Interim Director, Land Use Services Department

SUBJECT

Amendment to Contracts for Plan Review, Inspection, Emergency Response and Special Projects

RECOMMENDATION(S)

Approve Amendment No. 1, effective June 13, 2023, to the following contracts for the provision of on-call Building and Safety plan review, permit inspection, emergency response, and special projects services, increasing the contract aggregate not-to-exceed total by \$2,500,000, from \$5,250,000 to \$7,750,000, with no change to the term of August 13, 2021 through August 12, 2024:

1. 4LEAF, Inc. (Contract No. 21-587)
2. Bureau Veritas North America, Inc. (Contract No. 21-588)
3. CSG Consultants, Inc. (Contract No. 21-589)
4. Hayer Consultants, Inc. (Contract No. 21-590)
5. Interwest Consulting Group, Inc. (Contract No. 21-591)
6. Jason Addison Smith Consulting Services, Inc. dba JAS Pacific (Contract No. 21-592)
7. J LEE Engineering, Inc. (Contract No. 21-593)
8. NV5, Inc. (Contract No. 21-594)
9. TRANSTECH Engineers, Inc. (Contract No. 21-595)
10. TRB and Associates, Inc. (Contract No. 21-596)
11. West Coast Code Consultants, Inc. (Contract No. 21-597)
12. Willdan Engineering (Contract No. 21-598)

(Presenter: Chad Nottingham, Interim Director, 387-4431)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Ensure Development of a Well-Planned, Balanced, and Sustainable County.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The recommended amendments increase the contract aggregate not-to-exceed total by \$2,500,000, from \$5,250,000 to \$7,750,000. Of the original contract aggregate total of \$5,250,000, \$5,167,151 has been expended, with \$82,849 remaining. Sufficient appropriation is included in the Land Use Services Department - Building and Safety Division (BNS) 2022-23 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

BNS is responsible for the enforcement of construction and occupancy standards adopted by San Bernardino County (County) and the State of California. The division utilizes on-call professional service providers to complete plan review, permit inspection, emergency response, and special projects requests on an as-needed basis to support County staff during times of increased workload or staff turnover to ensure building code compliance for the protection of public health,

safety, and welfare in the County's unincorporated areas. BNS has experienced a significant increase in permit application requests since 2021, resulting in higher than anticipated expenses due to the utilization of on-call contract services. The on-call service providers shall be utilized to maintain consistent and uninterrupted service levels. BNS is currently recruiting to fill all vacant positions and has requested additional positions in the coming year to address the increased permit application requests.

On July 27, 2021 (Item No. 29), the Board of Supervisors approved the following contracts, for the provision of on-call BNS plan review, permit inspection, emergency response, and special projects services, with an aggregate amount not to exceed \$5,250,000, for the period of August 13, 2021 through August 12, 2024, with two one-year options to extend:

1. 4LEAF, Inc., Contract No. 21-587
2. Bureau Veritas North America, Inc., Contract No. 21-588
3. CSG Consultants, Inc., Contract No. 21-589
4. Hayer Consultants, Inc., Contract No. 21-590
5. Interwest Consulting Group, Inc., Contract No. 21-591
6. Jason Addison Smith Consulting Services, Inc. dba JAS Pacific, Contract No. 21-592
7. J LEE Engineering, Inc., Contract No. 21-593
8. NV5, Inc., Contract No. 21-594
9. TRANSTECH Engineers, Inc., Contract No. 21-595
10. TRB and Associates, Inc., Contract No. 21-596
11. West Coast Code Consultants, Inc., Contract No. 21-597
12. Willdan Engineering, Contract No. 21-598

The proposed amendments increase the contract aggregate not-to-exceed total by \$2,500,000, from \$5,250,000 to \$7,750,000. No other changes are made to the contracts with these amendments. The recommended amendments support the County and Chief Executive Officer's goals and objectives of operating in a fiscally-responsible and business-like manner; ensure the development of a well-planned, balanced, and sustainable County; and provide for the safety and health of County residents by allowing BNS to continue utilizing these contractors on an as-needed basis to provide plan review, permit inspection, emergency response, and special projects services.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Maria Insixiengmay, ~~Supervising~~ Deputy County Counsel, 387-5455) on May 15, 2023; Finance (Penelope Chang, Administrative Analyst, 387-5412) on May 19, 2023; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 25, 2023.