

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

August 6, 2024

FROM

MARK WARDLAW, Director, Land Use Services Department

SUBJECT

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

RECOMMENDATION(S)

Approve **Amendment No. 3** to the following contracts, for the provision of on-call Building and Safety plan review, permit inspection, emergency response, and special projects services, extending the term for one additional year, for the total contract period of August 13, 2021, through August 12, 2025, with no change to the total not-to-exceed aggregate amount of \$12,750,000:

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 Inc., **Contract No. 21-598**
- (Presenter: Mark Wardlaw, 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 Amendment will not result in the use of additional Discretionary General Funding (Net County Cost). There will be no increase to the not-to-exceed total aggregate amount of \$12,750,000. Sufficient appropriation is included in the Land Use Services (LUS) Building and Safety (BNS) Division 2024-25 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

**Amendment to Contracts for Plan Review, Inspection, Emergency Response, and Special Projects
August 6, 2024**

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 continues to receive a high volume of permit application requests and faces a significant number of vacancies, resulting in higher than anticipated utilization of on-call contract services as a temporary measure to meet the public's demands for 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 to address the increased permit application requests.

On July 27, 2021 (Item No. 29), the Board of Supervisors (Board) approved the contracts in the Recommendation (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.

On June 13, 2023 (Item No. 46), the Board approved Amendment No. 1 to the Contracts, increasing the total contract aggregate not-to-exceed amount 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.

On December 5, 2023 (Item No. 34), the Board approved Amendment No. 2 to the Contracts, increasing the total contract aggregate not-to-exceed amount by \$5,000,000, from \$7,750,000 to \$12,750,000, with no change to the term of August 13, 2021, through August 12, 2024.

Approval of the recommended extension will exercise the first of the two one-year options to extend the contracts for the total contract period of August 13, 2021, through August 12, 2025. The recommended amendment will allow BNS to continue utilizing contractors on an as-needed basis to provide plan review, permit inspection, emergency response, and special projects services.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jason Searles, Supervising Deputy County Counsel, 387-5455) on July 16, 2024; Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on July 22, 2024; Finance (Garrett Baker, Administrative Analyst III, 387-4886) on July 19, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on July 21, 2024.

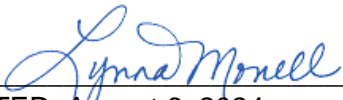
**Amendment to Contracts for Plan Review, Inspection, Emergency
Response, and Special Projects
August 6, 2024**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: August 6, 2024



cc: LUSD - Alvarez w/agree
Contractor - c/o LUSD w/agree
File - w/agree
MBA 08/7/2024