



Legislation Text

File #: 17-152, **Version:** 1

Report Prepared by: Kim Espinosa, Planning Manager, Development Services Department

SUBJECT: Second Amendment to Professional Services Agreement with CSG Consultants, Inc. for Building Services

REPORT IN BRIEF

The City Council will consider approving a second amendment to the Professional Services Agreement with CSG Consultants, Inc. for building services.

RECOMMENDATION

City Council - Adopt a motion:

- A. Approving the 2nd Amendment to the Agreement for Professional Services with CSG Consultants, Inc., to provide as needed building services in the amount not to exceed an additional \$45,000; and,
- B. Authorizing the Interim Finance Officer to make the necessary budget adjustments; and,
- C. Authorizing the City Manager or Assistant City Manager to execute the above agreements.

ALTERNATIVES

- 1. Approve, as recommended by staff; or,
- 2. Approve, as modified by City Council; or,
- 3. Deny; or,
- 4. Refer to staff for reconsideration of specific items (to be addressed in Council motion); or,
- 5. Continue the item to a future City Council meeting (date and time to be specified in motion).

AUTHORITY

Charter of the City of Merced, Section 200.

CITY COUNCIL PRIORITIES

Not Applicable

DISCUSSION

The Inspection Services Division has experienced a significant increase in the number of permits in the first nine months of the fiscal year and has exceeded the revenue estimates for the entire fiscal year. In February 2017, the original \$20,000 contract with CSG was amended in the amount of \$25,000 in order to pay for the services of a temporary Development Services Technician as well as additional plan checking services to deal with the increased number of permits. However, with the

promotion of a Plans Examiner to another position within the City, there has been an increased need to send out plan checks to outside firms. An additional \$45,000 will be needed for CSG Consultants, Inc. (for a total of \$90,000). A Contract amendment has been prepared and is included as Attachment 1.

IMPACT ON CITY RESOURCES

These contracts will be funded by utilizing savings in salary and benefits for vacant positions in the Inspection Services Division of the Development Services Department.

ATTACHMENTS

1. 2nd Amendment to Professional Services Agreement with CSG Consultants, Inc.