



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: December 10, 2018

TO: Christine Daniel, City Manager

FROM: Charles S. Bryant, Community Development Director

SUBJECT: **Resolution Of The City Council Of The City Of Emeryville Authorizing A First Amendment Of The Fiscal Year 2018-2019 Professional Services Agreement With West Coast Code Consultants For Plan Checking And Field Inspection Services In An Amount Of \$1,198,893 To Cover Expanded Services For A Total Amount Not To Exceed \$2,255,847 And Making Corresponding Appropriations To The Building Division Expenditure And Revenue Budgets For Fiscal Year 2018-2019**

RECOMMENDATION

Staff recommends that the City Council approve the attached resolution authorizing a first amendment to the fiscal year 2018-2019 West Coast Code Consultants (WC³) contract to increase compensation from \$1,056,954 to \$2,255,847 for previously unbudgeted plan review and field inspection services to the Building Division and making corresponding appropriations to the Building Division expenditure and revenue budgets for fiscal year 2018-2019.

DISCUSSION/ANALYSIS

The existing WC³ contract was approved by the City Council on June 19, 2018 by Resolution No. 18-68. Subsequently, additional major projects including Sherwin Williams Buildings B1, B2, C and D, and EmeryStation West/Transit Center tenant improvements, were submitted for plan review and field inspection services to the Building Division.

The existing contract executed with WC³ for fiscal year 2018-2019 did not include the cost to provide plan check and field inspection services for these projects. Therefore, Section III.B of the Professional Services Agreement, "Compensation and Method of Payment", should be revised from \$1,056,954 to \$2,255,847, an increase of \$1,198,893, which is the cost to provide these services by WC³.

FISCAL IMPACT

Appropriations from the General Fund (Fund 101) of \$1,075,493 to the Building Division Professional Services - Plan Check Fees account (1730-80480), and \$123,400 to the Building Division Professional Services - Inspections account (1730-80490) are required to cover this contract increase. Fees sufficient to cover these appropriations have already been deposited into the General Fund by the applicants for these projects.

To reflect fees that have been collected for these projects, staff is also requesting an appropriation of \$2,953,665 to the Building Division revenue budget, consisting of \$1,244,175 to Plan Checking revenues (1730-58400), \$239,264 to Energy Review revenues (1730-58380), \$1,276,076 to Building Permit revenues (1730-58200), \$63,540 to Plumbing Permit revenues (1730-58250), \$70,600 to Electric Permit revenues (1730-58300), and \$60,010 to Mechanical Permit revenues (1730-58350).

Prepared By: Victor R. Gonzales, Chief Building Official

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**



Christine Daniel, City Manager

ATTACHMENTS

- Draft Resolution
- First Amendment to Contract with WC³