

REPORT TO CITY COUNCIL

DATE: SEPTEMBER 26, 2007

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: AMIR HAMIDZADEH, BUILDING OFFICIAL

SUBJECT: REQUEST FOR APPROVAL OF AN UPDATED AGREEMENT WITH CALIFORNIA CODE CHECK TO PROVIDE PROFESSIONAL PLAN REVIEW AND INSPECTION SERVICES

The purpose of this agreement is to seek City Council approval for the City of Agoura Hills to renew and update the existing agreement for consulting services with California Code Check to provide professional plan review and inspection services.

California Code Check has been the primary consultant of the City of Agoura Hills Building and Safety Department and has provided quality plan review services since 1999. Since that time, a few modifications to the services rendered have been made via written letters, notifications, and approvals with the City, including a company name change (previously known as Harris Engineering) and the provision of additional inspection services.

The cost of these services are at a rate of 75% of the plan review fee and \$63 an hour per inspector for inspection services with a four-hour minimum cost per inspector. These rates are very competitive when compared with the neighboring jurisdictions and will have no negative impact on the budget as the applicants are paying for these services by paying the plan review and permit fees. Additionally, as part of this contract, California Code Check will be providing inspection services for the Public Works Department for a fee of \$85 an hour, as stated in the contract.

The term of this contract would end on June 30, 2008 with the flexibility to extend the contract for an additional two (2), one-year extensions up to June 30, 2010.

City staff has been pleased with the services provided by California Code Check in the past and is confident they will continue to provide high quality services to our City and its citizens in the upcoming years.

The proposed agreement has been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff respectfully recommends the City Council approve the new updated agreement with California Code Check for professional services.

Attachment: Professional Services Agreement