

RESOLUTION NO. 22-20

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,
AUTHORIZING SERVICE CONTRACTS FOR ON-CALL CIVIL AND LAND
DEVELOPMENT PLAN CHECK AND RELATED INSPECTION SERVICES FOR
AN AMOUNT NOT TO EXCEED \$500,000 PER VENDOR OVER A THREE-YEAR
PERIOD FROM MARCH 2020 THROUGH JUNE 2023 WITH AN OPTION TO
EXTEND FOR TWO YEARS**

WHEREAS, the Richmond Community Development Department anticipates needing services for Civil and Land Development Plan Check and Related Inspection Services, and

WHEREAS, the project-by-project bidding process for these services can take up to four months and involve significant per-project staff time and costs; and

WHEREAS, the Richmond Community Development Department has demonstrated that the use of professionals drawn from a list of service firms that have undergone a competitive process eliminates much of the delay and costs associated with project-by-project bidding; and

WHEREAS, in December 2019, the Richmond Community Development Department issued a Request for Qualifications (RFQ) for On-Call Civil and Land Development Plan Check and Related Inspection Services through the City's BidsOnline system; and

WHEREAS, 579 firms were notified and 7 firms responded to the RFQ; and

WHEREAS, all 7 firms were reviewed by a panel; however, 5 firms were selected by the panel consisting of Building Services and Engineering Services staff for inclusion on the on-call list; and

WHEREAS, in evaluating the proposals, the panel evaluated the responses based on each firm's general experience and qualifications, qualifications and experience of key project staff, service/project approach and understanding, fees, and compliance with the requirements of the RFQ; and

WHEREAS, the firms recommended for On-Call Civil and Land Development Plan Check and Related Inspection Services are:

1. CSG Consultants, Inc.
2. Bureau Veritas
3. BKF
4. Avila Project Management (APM)
5. Kister, Savio & Rei (KSR)

WHEREAS, each on-call service contract would be for an amount not-to-exceed \$500,000, over a three-year period from March 2020 through June 2023 with an option to extend for two years; and

WHEREAS, the firms on the list will be selected to perform the requested work based on their area of expertise, availability, project understanding, and experience performing particular plan review and/or inspection types; and

WHEREAS, the Community Development Department will manage the on-call contracts, and the costs of each contract will be paid through applicant fees charged for civil and land development applications, plan check, and inspection services as noted on the City's Master fee schedule.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Richmond hereby authorizes the Community Development Department to enter into Service Contracts for on-call civil and land development plan check and related inspection services with the above-mentioned firms for an amount not to exceed \$500,000 per vendor over a three-year period from March 2020 through June 2023 with an option to extend for two years.

I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond at a regular meeting thereof held March 17, 2020, by the following vote:

AYES:	Councilmembers Choi, Johnson, Martinez, Myrick, Willis, Vice Mayor Bates, and Mayor Butt.
NOES:	None.
ABSTENTIONS:	None.
ABSENT:	None.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

TOM BUTT
Mayor

Approved as to form:

BRUCE GOODMILLER
City Attorney

State of California }
County of Contra Costa : ss.
City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 22-20**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on March 17, 2020.



Pamela Christian, Clerk of the City of Richmond