

RESOLUTION NO. 127-20

RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND AUTHORIZING SERVICE CONTRACTS FOR ON-CALL BUILDING PLAN CHECK AND INSPECTION SERVICES FOR AN AMOUNT NOT TO EXCEED \$750,000 PER VENDOR OVER A THREE YEAR PERIOD FROM JANUARY 2021 THROUGH DECEMBER 2023 WITH AN OPTION TO EXTEND FOR TWO YEARS

WHEREAS, the Richmond Community Development Department anticipates needing supplemental plan check and building inspection services for large or expedited projects or in times of peak workload; 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 on-call consulting firms that have undergone a competitive process eliminates much of the delay and costs associated with project-by-project bidding; and

WHEREAS, in September 2020, the Richmond Community Development Department issued a Request for Qualifications (RFQ) for On-Call Building Plan Check and Inspection Services through the City's BidsOnline system; and

WHEREAS, 1,695 firms were notified, of the firms notified, 47 firms downloaded the RFQ, and 10 firms responded to the RFQ; and

WHEREAS, all 10 responding firms were reviewed by a panel consisting of Building Division and Engineering Services staff and all 10 firms were deemed qualified and therefore recommended for inclusion on the on-call list; and

WHEREAS, in evaluating the proposals, the panel evaluated the responses based on each firm's technical qualifications and experience, qualifications and experience of key project staff and compliance with the requirements of the RFQ; and

WHEREAS, the firms recommended for the On-Call Building Plan Check and Inspection Services are (in alphabetical order):

1. 4LEAF
2. Bureau Veritas
3. CSG Consultants
4. Interwest
5. NCE
6. NV5
7. Shums Coda Associates
8. TRB and Associates
9. West Coast Code Consultants
10. Willdan

WHEREAS, on-call service contracts will be entered into, as needed, and each on-call service contract would be for an amount not-to-exceed \$750,000, over a three year period from January 2021 through December 2023 with an option to extend for two years; and

WHEREAS, firms will be selected to provide on-call building plan check and inspection services for large or expedited projects or in times of peak workload based on their area of knowledge, experience and pricing; and

WHEREAS, the Community Development Department will manage the contracts, and the costs of each contract will be paid by applicants or through project fees.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Richmond hereby authorizes the Community Development Department to enter into Service Contracts as needed for on-call building plan check and inspection services with the above mentioned firms for an amount not to exceed \$750,000 per vendor over a three year period from January 1, 2021, through December 31, 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 November 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:

THOMAS K. BUTT
Mayor

Approved as to form:

TERESA STRICKER
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. 127-20**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on November 17, 2020.



Pamela Christian, Clerk of the City of Richmond