

CITY COUNCIL RESOLUTION NO. 74-15

RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND AUTHORIZING SERVICE CONTRACTS FOR AS-NEEDED PROFESSIONAL PLAN REVIEW AND FIELD INSPECTION SERVICES FOR AN AMOUNT NOT TO EXCEED \$750,000 PER VENDOR OVER A THREE YEAR PERIOD WITH AN OPTION TO EXTEND FOR ONE YEAR

WHEREAS, the Fire Department anticipates needing services for professional plan review and field inspection services for development project review and advanced planned modernization project; and

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

WHEREAS, the Fire 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 June 2015, the Richmond Fire Department issued a Request for Proposals (RFP) for on-call Fire Prevention Services plan review and field inspection services through the City's BidsOnline system; and

WHEREAS, 1,775 firms were notified and 28 firms downloaded the RFQ; and

WHEREAS, two (2) firms responded to the RFQ and both were reviewed by the Fire Marshal and Deputy Fire Marshal; and

WHEREAS, in evaluating the proposals, the Fire Marshal and Deputy Fire Marshal evaluated the responses based on both firm's technical qualifications and experience, qualifications and experience of key project staff and subconsultants, and their service/project understanding approach; and

WHEREAS, the firms recommended for the on-call Fire Prevention Services plan review and field inspection services on-call list are:

1. CSG Consultants, Inc.
2. Interwest Consulting Group

WHEREAS, each as-needed service contract would be for an amount not-to-exceed \$750,000, over a three year period, with an option to extend for one year; and

WHEREAS, the firms will be selected to provide as-needed Fire Prevention Services plan check review and field inspection services for development project review and advanced planned modernization project; and

WHEREAS, firms on the on-call list will be selected to perform specific project-related work based on their specialty and availability to complete the work; and

WHEREAS, if multiple proposals are solicited, the best value firm will be selected; and

WHEREAS, the Fire Department will manage the contracts, and the costs of each contract will be paid by the applicant, and/or development impact fees.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Richmond hereby authorizes the Fire Department to enter into Service Contracts for as-needed Fire Prevention Services plan check review and field inspection services with the above mentioned firms, for an amount not to exceed \$750,000 per vendor over a three year period, with an option to extend for one year.

I CERTIFY that the foregoing resolution was adopted at a regular meeting of the City Council on July 21, 2015 by the following vote:

AYES: Councilmembers Bates, Beckles, Martinez, McLaughlin, Pimplé,
Vice Mayor Myrick, and Mayor Butt.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

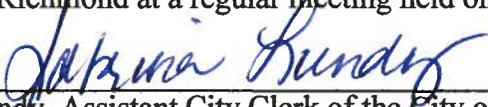
TOM BUTT
Mayor

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. 74-15**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on July 21, 2015.


Sabrina Lundy, Assistant City Clerk of the City of Richmond