City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal From: Susan Emery

Dept.: City Manager Dept.: Community Development

Subject: AMENDMENT TO AGREEMENT Date: September 25, 2007

WITH INTERWEST

CONSULTING GROUP FOR INSPECTION SERVICES

OBJECTIVE

To request approval of an amended agreement for building inspection services with Interwest Consulting Group, and authorize the allocation of funding which is offset with the collection of building permit fees.

BACKGROUND

In May 2007, City Council approved an agreement with Interwest Consulting Group to provide building inspection assistance to the Building Services Division for the Chapman Commons condominium project. Funding for this contract was provided by the D.R. Horton Company so they could meet an aggressive construction schedule.

DISCUSSION

Staff workload remains high due to a recent retirement and unexpected staff vacancies. This contract extension will provide a temporary solution for a time period adequate to complete the recruitment process for these positions.

Upon approval of the amendment, Mr. Larry Brankov from Interwest will begin to transition away from the Chapman Commons project as occupancies continue to be approved. At the same time, Mr. Steve Skeffington, a fully certified code professional, will begin his service with the City. Steve has over thirteen years of experience having served as a building inspector, plans examiner and building official in other Southern California cities.

This amendment extends the term of the contract to June 30, 2008 and increases the compensation "Not to Exceed" amount with an additional \$100,000 of funding. There are no further changes to the existing contract.

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FINANCIAL IMPACT

This amendment increases the contract compensation by \$100,000, bringing the total compensation to a maximum of \$175,000.00. The added funding for this request is made available from salary savings that are offset by permit fees. Already within the current budget, this funding will not impact the general fund.

COMMUNITY VISION IMPLEMENTATION

The building inspection service assures public safety by providing a means to ensure that all construction meets State and local codes and is safe to occupy. One of our community goals is to "improve aesthetics and eliminate blighting influences."

RECOMMENDATION

It is recommended that the City Council:

- Approve the attached agreement
- Authorize the City Manager and City Clerk to execute the agreement

SUSAN EMERY Community Development Director

By: James A. Martin, Jr., C.B.O. Building Services Manager

Attachment: Interwest Consulting Group Agreement Amendment