



County of El Dorado

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Legislation Text

File #: 07-1290, **Version:** 3

Development Services Department recommending Chairman be authorized to sign Amendment I to Agreement for Services 156-S0711 with Dokken Engineering for a one-year extension of the term to August 22, 2008 and an increase in compensation by \$60,000 to \$90,000 for plan review services on "as requested" basis for project development for said Department.

RECOMMENDED ACTION: Approve.

FUNDING: Reimbursed by applicants through an Agreement for Payment of Processing Fees.

BUDGET SUMMARY:		
Total Estimated Cost		\$60,000.00
Funding		
Budgeted	\$60,000.00	
New Funding	\$	
Savings	\$	
Other	\$	
Total Funding Available	\$	
Change To Net County Cost		\$0.00

Fiscal Impact/Change to Net County Cost: There is no increase in net County cost. The funds expended will be reimbursed by the applicants for the projects through an Agreement For Payment of Processing Fees executed by the property owner at the time the permit application is submitted. This agreement provides for time and materials billings of County staff time at the current rate of \$100 per hour and the direct pass-through of costs from the Consultant. Funds for these contracts are included in the FY 2007-08 budget.

Background: On July 1, 2006 Development Services assumed the commercial grading functions from the Department of Transportation. The Board of Supervisors approved Agreement for Services #156-S0711 with Dokken Engineering on August 22, 2006 for an amount not to exceed \$30,000.00 to provide commercial grading plan review on an "as requested" basis. Amendment I provides for a one-year extension of the term to expire August 22, 2008 and an increase in the compensation by \$60,000.00.

Development Services established three \$30,000 agreements for commercial grading plan review in FY 2006-07, each with one year terms. For FY 2007-08 the department will maintain the \$90,000 plan review service level but will utilize just two vendors. This amendment to extend the agreement with Dokken Engineering includes funding for a second year at the original annual amount of \$30,000 and adds an additional \$30,000 to maintain the \$90,000 service level.

Additionally, the department's grading engineer will be retiring in August. Recruitments for qualified engineers have had limited success; therefore the department needs the ability to utilize contract plan review services for commercial grading until qualified staff are hired. As this contract is on an "as requested" basis, Development Services will reduce the use of contract plan review services upon filling the engineering positions.

The Purchasing Agent concurs with the request to amend this agreement. The amendment calls for a one-year term extension only and an increase in compensation by \$60,000.00 for a total not to exceed \$90,000.00 which is necessary for continued plan check review during peak seasonal periods. The Purchasing Agent has determined that it is appropriate to amend the agreement versus initiating a new one in accordance with Board of Supervisors Policy C-17, Section 7.4.2.

Reason for Recommendation: The purpose of the Amendment is to extend the agreement with Dokken Engineering for one year. The amount of the agreement has been increased to \$90,000.00.

Action to be taken following Board approval:

The Board Clerk will provide one fully executed original Amendment to Development Services for further processing.

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