

# Agenda Report

TO: CITY COUNCIL January 12, 2009

FROM: CITY MANAGER

THROUGH: FINANCE COMMITTEE

SUBJECT: EXTENSION OF CONTRACT WITH SCOTT FAZEKAS & ASSOCIATES, INC., FOR BUILDING, MECHANICAL, PLUMBING AND ELECTRICAL PLAN CHECK SERVICES.

## **RECOMMENDATION**

It is recommended that the City Council:

1. Authorize the City Manager to extend the term of the contract with Scott Fazekas & Associates, Inc., for an additional year and increase the contract amount by \$500,000 increasing the not to exceed amount to \$1.0 million for continuance of building, mechanical, plumbing and electrical plan check services.
2. Approve a Journal Voucher appropriating \$500,000 from the unappropriated Building Services Fund balance, to the Planning and Development Department's FY 09 Operating Budget (account 8115-204-447200).

## **BACKGROUND**

On April 14, 2008, following the results of a competitive selection process, City Council authorized staff to contract with Scott Fazekas and Associates, Inc. for a term of one year with three one-year extensions subject to the approval of the City Council.

The contract with Fazekas and Associates was initiated to compensate for three vacant positions in the Building Division. In past years, the strong economy and high demand for development review professionals prevented the City from being competitive in attracting plan checkers. As a result more than 40% of building,

mechanical, plumbing, and electrical plans had to be send to Fazekas and Associates to meet the four-week and two-week turn around times for large and medium projects. Since April, 2008, a total of 283 plans have been submitted to the Planning & Development Department for review. A total of 167 plans were checked internally by staff and 116 plans were sent out to Fazekas and Associates.

One of the vacant positions was recently filled and recruitment is still in the process for the remaining two positions. However, it is anticipated that only one of the two positions will be filled allowing flexibility to accommodate slowing workload as a result of the slowing economy. The contract with Fazekas and Associates is necessary to maintain service levels during peak periods however, and for special projects where city staff do not possess the required expertise. Staff anticipates receipt of several big projects in the near future that will require the services of Fazekas and Associates to provide technical expertise and to efficiently meet plan check turn around times as part of customer service.

More than three quarters of the funds for this contract have been spent to date and it is anticipated that the full amount will be expended before April, 2009. The actual amount expended under the contract extension will be determined by the level of development activity in the city and may not require the full amount.

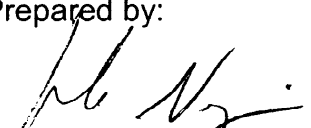
**FISCAL IMPACT**

Sufficient funds for this contract are available in the Building Services Fund.

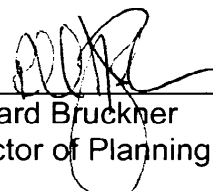
Respectfully submitted,

  
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MICHAEL BECK  
City Manager

Prepared by:

  
\_\_\_\_\_  
Sarkis Nazerian  
Building Official

Approved By:

  
\_\_\_\_\_  
Richard Bruckner  
Director of Planning and Development

orig. to CMAA  
4-17-08

Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment  
Pasadena City Charter, Article XVII

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name:  
Scott Fazekas & Associates, Inc.

2. Type of Entity:  
 non-government     nonprofit 501(c)(3), (4), or (6)

3. Name(s) of trustees, directors, partners, officers of Contractor/Organization:  
Scott R. Fazekas, President & C.F.O.

4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:  
Scott R. Fazekas - 100% owner

Prepared by: Scott R. Fazekas  
Title: President / C.F.O.  
Phone: (949) 475-2901  
Date: 4/14/08