

# Agenda Report

TO: City Council December 11, 2000

FROM: City Manager

SUBJECT: Enter into a contract with Fazekas and Associates for the mechanical, plumbing and electrical plan check for FY'2001.

## **RECOMMENDATION:**

It is recommended that City Council:

Authorize the City Manager to enter into a contract with Fazekas and Associates for an amount not to exceed \$149,595 to provide consulting services for mechanical, plumbing and electrical plan check, without competitive bidding, pursuant to City Charter Subsection 1002(f), contracts for professional or unique services.

## **BACKGROUND:**

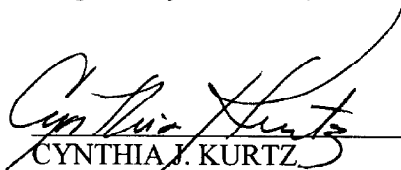
The City is experiencing a surge in construction activity in both large and small projects. The Planning and Permitting Department reviews construction plans for all new construction in the City within four weeks of submittal. To meet the four-week turn around, the City has traditionally contracted with outside consultants to augment internal staff resources. Typically, the amount of services provided by these outside consultants has not exceeded \$25,000 in any given fiscal year. Due to the current upswing in construction activity, it is expected the \$149,595 will cover the costs of checking mechanical, plumbing and electrical plans.

Request for Proposals (RFP) were mailed to five vendors and posted on the City's Internet site for bidding opportunities. Two responded. The proposals were evaluated using the criteria set forth in the RFP, in accordance with the City's competitive selection process for professional services. Based upon the evaluation criteria, Fazekas and Associates was selected to perform mechanical, plumbing and electrical plan check services for the City. (See attachment A)

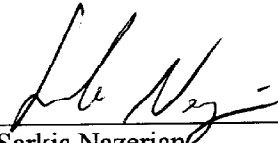
**FISCAL IMPACT:**

On July 24, 2000, City Council approved an appropriation of \$225,000 from the Building Service Fund to the Permit Center operating budget for plan check services during fiscal year 2001. These funds will be used to cover this contract.

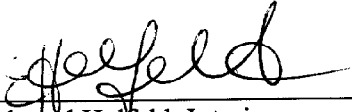
Respectfully submitted,

  
CYNTHIA J. KURTZ  
City Manager

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Approved by:

  
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