



REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: October 11, 2022

SUBJECT: RESOLUTION TO AWARD RFP 23-03 FOR CONSULTANT SERVICES FOR BUILDING SERVICES TO INTERWEST CONSULTING GROUP AND RESOLUTION TO INCREASE THE BUILDING DIVISION PROFESSIONAL AND SPECIALIZED SERVICES ACCOUNT BY \$225,000 FOR FISCAL YEAR 2022-2023

ISSUING DEPARTMENT: Community Development

SUMMARY:

Issues:

1. Should the City Council adopt a resolution to award RFP 23-03 for Consultant Services for Building Services to Interwest Consulting Group?
2. Should the City Council adopt a resolution to increase the Building Division Professional and Specialized Services account by \$225,000 for Fiscal Year 2022-2023?

Recommendation:

1. Adopt a resolution (**Attachment A**) to award RFP 23-03 for Consultant Services for Building Services to Interwest Consulting Group
2. Adopt a resolution (**Attachment B**) to increase the Building Division Professional and Specialized Services account by \$225,000 for Fiscal Year 2022-2023

Fiscal Impact:

The increase in budgeted funds is requested to be appropriated from General Fund reserves. The increase in expenditures will be directly offset by building permit and plan check revenues.

The procurement of consultant services for the Building Division is anticipated in the Building Division budget. With the requested increase, funds in the amount of \$350,000 will be available from Building Division Professional and Specialized Services account 2301-6430. Expenses incurred are recovered through building permit and inspection fees.

City's Strategic Goals:

- Maintain a financially sound and affordable city government
- Continue to improve high quality municipal services
- Ensure safe and affordable homes for La Mesa's current and future residents

BACKGROUND:

The City has seen an upward trend in building permit activity in the past several years, in particular and most recently apartment and accessory dwelling unit (ADU) activity, and expects this trend to continue. Building permit applications require qualified staff to be available to complete plan checks and inspections in a timely manner. Flexible contract building services allow the City the ability to provide a consistent level of service to building permit applicants as building permit activity ebbs and flows.

The City periodically conducts Requests for Proposals (RFP) to identify qualified professional service providers to ensure that the City retains the most qualified providers at a reasonable cost. Staff initiated the process for RFP 23-03 (**Attachment C**) in June 2022 to obtain consultant services to support the Building Division. The City received proposals from four qualified firms and interviewed the two firms scoring highest upon review of the proposals received. City Manager Greg Humora, Director of Public Works Michael Throne, Director of Community Development Kerry Kusiak reviewed the proposals and conducted the interviews.

Similar to Fiscal Year 2021-2022, the high pace of building plan review and permit activity expected in Fiscal Year 2022-2023 is anticipated to outpace the amounts initially budgeted for this activity. In both fiscal years, the initial budget amount was \$325,000 to support the Building Division consultant services. In Fiscal Year 2021-2022, the City Council approved an additional \$200,000 for this purpose, for a total of \$525,000.

Revenues in Fiscal Year 2021-2022 from building plan review and inspection activities amounted to approximately 175% of the amount initially anticipated. The current pace and trend in building plan review and permit activity is expected to similar throughout Fiscal Year 2022-2023.

DISCUSSION:

After careful consideration of the proposals received and the interviews conducted, staff determined that Interwest Consulting Group would best serve the City in support of Building Division services. Interwest is a municipal consulting firm offering a broad range of building and safety, planning, engineering, and other professional services. With nearly 20 years of experience in the California market and the extended capabilities of their parent company, SAFEbuilt, they support a wide variety of jurisdictions with a high level of service, expertise, and resources.

Additionally, Interwest encompasses EsGil Corporation, which had provided a similarly high level of service in the same fields to jurisdictions in the San Diego area and beyond, including the City of La Mesa, for over 40 years. The local office includes 22 plan checkers and 14 inspectors to serve the San Diego area. Specific staff would be assigned to La Mesa and Interwest has the ability to draw on resources from the region, state, and even nationally should the need arise. SAFEbuilt and Interwest have strong internal training programs including an online training academy that City staff would be able to access. Interwest's proposal is attached hereto as **Attachment D**.

To maintain the consultant service support for the Building Division needed for the remainder of Fiscal Year 2022-23, staff requests an additional \$225,000 be appropriated from the General Fund, increasing the annual budget amount in the Building Division Professional and Specialized Services account for this purpose from \$325,000 to \$550,000. The building services provided by the City's consultant are directly supported by fees collected for building plan check, permit, and inspection, and the expenditure of the increased budgeted funds will be directly offset by revenue from these fees.

CONCLUSION:

Staff recommends that the City Council:

1. Adopt a resolution (**Attachment A**) to award RFP 23-03 for Consultant Services for Building Services to Interwest Consulting Group

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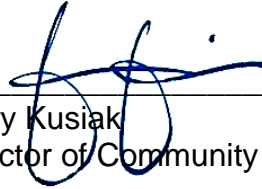
2. Adopt a resolution (**Attachment B**) to increase the Building Division Professional Services account by \$225,000 for Fiscal Year 2022-2023

Reviewed by:



Greg Humora
City Manager

Respectfully submitted by:



Kerry Kusiak
Director of Community Development

Attachments:

- A. Resolution to award RFP 23-03 for Consultant Services for Building Services to Interwest Consulting Group
- B. Resolution to increase the Building Division Professional Services account by \$225,000 for Fiscal Year 2022-2023
- C. RFP 23-03 Consultant Services for Building Services
- D. Proposal received from Interwest Consulting Group in response to RFP 23-03