



City of Rialto

Legislation Text

File #: 18-557, **Version:** 1

For City Council Meeting [June 26, 2018]

TO: Honorable Mayor and City Council

FROM: Robb R. Steel, Interim City Administrator

Request City Council to Approve a Third Amendment with Interwest Consulting Group to increase their contract amount by \$20,000 from \$130,000 to \$150,000 for the remainder of Fiscal Year 2017/18 to PO 2018-0585.

(ACTION)

BACKGROUND:

On July 25, 2017, the City Council approved a First Amendment to the Professional Service Agreement with Interwest to increase its contract amount by \$50,000 to a total of \$130,000 for fiscal year 2017/18.

ANALYSIS/DISCUSSION:

The Development Services Department requests an increase to the contract authorization for Interwest for the Building Division.

Although the Building Division has exhausted the Purchase Order authorization for FY17/18, the need for additional inspection and plan check services remains. The Purchase Order increases are primarily pass-thru fees paid by the developer, so this action will not have a negative effect on the General Fund; in fact, the revenue from development covers the associated third party contract costs, and contributes toward the City's fixed overhead costs.

ENVIRONMENTAL IMPACT:

The requested City Council action is not a "Project" as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. According to Section 15378(b), a Project does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

GENERAL PLAN CONSISTENCY:

This action is consistent with Guiding Principle 3A in the General Plan:

Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.

LEGAL REVIEW:

The City Attorney has reviewed and approved the staff report.

FINANCIAL IMPACT:

Operating Budget Impact

For FY17/18, the Building Division has experienced an increase in revenue due to increased construction activity. These expected revenues were included in the Mid-Year Budget Adjustments. The developers pay these pass through fees, and the City receives some revenue overages to cover fixed operating costs.

Funds in the amount of \$20,000 are budgeted and available for the Interwest Purchase Order (2018-0585) in the General Fund Account No. 010-500-4261-2011.

Capital Budget Impact

There is no impact upon the capital improvement budget.

RECOMMENDATION:

Staff recommends that City Council Approve a Third Amendment with Interwest Consulting Group to increase their contract amount by \$20,000 to \$150,000 for the remainder of Fiscal Year 2017/18 to PO 2018-0585.