



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS**

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE

June 18, 2019

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

47 June 18, 2019


CELIA ZAVALA
EXECUTIVE OFFICER

**CONSTRUCTION-RELATED CONTRACTS
DEVELOPMENT SERVICES CORE SERVICE AREA
CONSULTANT SERVICES AGREEMENTS
FOR ON-CALL BUILDING AND SAFETY INSPECTION AND
PERMIT TECHNICIAN SERVICES – SECOND ONE-YEAR EXTENSION OPTION
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Public Works is seeking Board authorization to execute the second 1-year term extension option for the current 11 on-call (formerly as-needed) building and safety inspection and permit technician consultant services agreements for a total not to exceed annual program amount of \$2.4 million across all 11 agreements. These extensions will continue augmenting Public Works' ability to provide building and safety services during economic workload fluctuations; emergencies, such as the Woolsey Fire; and code enforcement to curtail illegal dumping while Public Works continues to hire and train new County employees.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended action is not a project pursuant to the California Environmental Quality Act for the reasons stated in this Board letter.
2. Approve and authorize the Director of Public Works or his designee to execute the second 1-year term extension option for the 11 agreements to Contract Nos. PW15090, PW15091, PW15092, PW15093, PW15094, PW15095, PW15096, PW15097, PW15098, PW15099, and PW15100 with The G Crew; Koury Engineering & Testing Inc.; Builders Protection Group; Bureau Veritas North America, Inc.; Interwest Consulting Group; Gateway Science & Engineering, Inc.; Anderson Penna

Partners, Inc.; Hayer Consultants, Inc.; J Lee Engineering, Inc.; JAS Pacific; and Safebuilt, LLC; respectively. The total not-to-exceed annual program amount across all 11 agreements is \$2.4 million.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize Public Works to extend the term of the 11 on-call building and safety inspection and permit technician services agreements for the second 1-year extension option included in the contract to provide specialized inspection and permit technician services that are essential to Public Works Building and Safety Division's operations. The 11 current agreements with the County will expire between August 1, 2019, and August 16, 2019, based on each agreement's execution date.

Building and Safety Division has 11 district offices, 14 contract city offices, and a central office to staff with qualified inspectors and permit technicians to meet the demand from our customers resulting from high peak workloads; emergencies, such as recently experienced in the Woolsey Fire; and code enforcement effort, such as curtailing illegal dumping throughout the County. During the Woolsey Fire, Building and Safety Division reassigned experienced in-house inspectors to expedite inspection responses necessary to service the impacted area. On-call contract inspectors were hired to fill the staffing gap to maintain the high level of service. While Public Works is currently recruiting and hiring permanent employees to fill vacancies, use of the current on-call contracts has provided Public Works with the flexibility to augment its staffing levels to maintain customer service levels.

Public Works has embarked on an aggressive plan to hire permanent County staff including engineers, inspectors, and building permit technicians. Since March 2017, Building and Safety Division has hired 22 engineers, 26 building inspectors, and 21 permit technicians for a total of 69 new permanent jobs. In addition, we are currently in the process of hiring an additional 13 building inspectors for a total of 82 new permanent jobs.

As the demand for service due to private development, affordable housing, and capital projects increases, Public Works will fill existing vacancies and, if needed, work with the Chief Executive Office to request additional positions through the annual budget process.

On July 31, 2018, the Board authorized Public Works to utilize the first 1-year extension option for the on-call building and safety inspection and permit technician services agreements with each of the 11 firms for a total not-to-exceed annual program amount of \$2.4 million, across all the agreements. The 11 agreements are set to expire between August 1 and August 16, 2019, based on each agreement's execution date.

Implementation of Strategic Plan Goals

The County Strategic Plan directs the provisions of Strategy III.1, Continually Pursue Development of our Workforce; and Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability. The recommended action allows the use of flexible staffing resources to enhance services to the communities in the County's jurisdictional service area. The consultants who have the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner will support Public Works in meeting these goals.

FISCAL IMPACT/FINANCING

The second 1-year term extension option for the on-call building and safety inspection and permit technician services with the 11 consultant firms will maintain the same fee structure and not-to-exceed total annual amount of \$2.4 million across all 11 agreements.

Funding for these services is included in the Public Works General Fund and various Public Works Funds' Fiscal Year 2019-20 Budgets. Funds to finance the remainder of the contract term will be requested through the annual budget process.

When the need arises for services under the agreements, financing the required service will be from the appropriate fund source. Total expenditures for these services will not exceed the amount approved by the Board.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The executed consultant services agreement contains terms and conditions in compliance with the Chief Executive Office and the Board's requirements and contains terms and conditions in compliance with the Board's ordinances, policies, and programs.

Upon approval by the Board, Public Works will provide written notices to each of the 11 consultants that the County is extending the term of each contract for the second 1-year option in accordance with the consultant services agreement.

ENVIRONMENTAL DOCUMENTATION

The proposed actions are not a project pursuant to California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action to extend the term of on-call building and safety inspection and permit technician services are an administrative activity of government, which will not result in direct or indirect changes to the environment.

CONTRACTING PROCESS

On August 1, 2017, the Board authorized Public Works to execute consultant services agreements with The G Crew; Koury Engineering & Testing; Builders Protection Group; Bureau Veritas North America, Inc.; Interwest Consulting Group; Gateway Science & Engineering; Anderson Penna; Hayer Consultants; J Lee Engineering; JAS Pacific; and Safebuilt, LLC; as the best qualified and responsive firms to perform the requested services for an initial 1-year term, with two annual extension options.

On July 31, 2018, the Board authorized Public Works to utilize the first of two 1-year extension term options for the 11 current consultant services agreements with the County that will expire beginning August 1, 2019, through August 16, 2019, respective of the agreement's execution dates. Public Works is requesting to exercise the option to use the second 1-year extension of the contract term for each of the 11 agreements to allow the consultants to continue providing on-call building and safety inspection and permit technician services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services agreements. These consultant services agreements will provide necessary on-call building and safety inspection and permit technician services to support and enhance the construction inspection process for our customers' projects.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Building and Safety Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is fluid and cursive, written in a professional style.

MARK PESTRELLA
Director

MP:RD:sd

c: Chief Executive Office (Chia-Ann Yen)
County Counsel
Executive Office
Internal Services Department (Countywide
Contract Compliance)