

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 06/11/07		Item Number: <u>C-4</u>	
AGENDA ITEM: Approval of an Amendment to an Existing Professional Services Agreement with VCA Group Inc. for Additional Building Inspector Services for the Remainder of Fiscal Year 2006-2007.			
Contact Person/Dept. Craig Johnson		Phone Number: (310) 253-5802	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒	Attachments: ☒
Public Notification: Master Notification List (06/06/07).			
Department Approval: Sol Blumenfeld (05/18/07)		City Attorney Approval Carol Schwab (by H. Iker) (06/01/07)	
City Controller Approval Marlee Chang (06/01/07)		City Manager Approval: Jerry B. Fulwood (06/05/07)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve an amendment to an existing professional services agreement with VCA Group, Inc., for additional Building Inspector services to meet staffing requirements for the remainder of Fiscal Year 2006-2007, in an amount not to exceed \$43,470. <u>BACKGROUND/DISCUSSION:</u> In the adopted budget for Fiscal Year 2006-2007, \$126,000 were committed for contract building inspectors, plus an additional \$16,000 for desks and equipment. However, staffing shortages throughout the year have caused the contract inspectors to be utilized to a greater extent than anticipated. The Symantec project has demanded a substantial amount of time from the available regular staff, leaving the contract inspectors to cover much of the smaller projects. The amount previously encumbered has thus been exhausted prior to the end of the fiscal year. Staff now requests an additional contract amount to retain the services of the two contract inspectors for the remainder of FY 2006-2007. It is expected that the need of these contractual services will be continued in fiscal year 2007-08 and 2008-09, therefore, funding is requested in the proposed budgets for fiscal year 2007-2008 and 2008-2009. <u>FISCAL ANALYSIS:</u> The cost for two contract building inspectors for the remainder of Fiscal Year 2006-2007 is estimated at \$43,470. No further support materials are required. Sufficient			

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funds are available in Building Safety Division, account # 10151500.411700 (Contract Labor) for these services.

ATTACHMENTS:

1. Contract No. 2006-039 with VCA Code Group, Inc.
2. Exhibit A – Schedule of Compensation

MOTION:

That the City Council:

1. Approve an amendment to the existing professional services agreement with VCA Group, Inc., for additional Building Inspector services for the Remainder of Fiscal Year 2006-2007 in an amount not to exceed \$43,470 from account number 10151500.411700 (Contract Labor); and
- 2, Authorize the City Attorney to prepare the necessary documents and authorize the City Manager to execute such documents on behalf of the City.