

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

807



FROM: TLMA-PLANNING DEPT.

SUBMITTAL DATE:
August 10, 2004

SUBJECT: PROFESSIONAL SERVICES AGREEMENT FOR CONTRACT PLANNER SERVICES IN INDIO.

RECOMMENDED MOTION: That the Board of Supervisors:

Approve the Professional Services Agreement with Civic Solutions, Inc. for FY05 and authorize the Chairman to execute the contract on behalf of the County.

BACKGROUND:

On July 1st, 2004, the Planning Department issued an RFP to secure contract planner services to assist our Indio Office in the timely processing of development cases during the current round of economic expansion.

Responses to the RFP were received from three (3) firms. All responses were confirmed as responsive and evaluated on their technical merits. As a result of this evaluation, Civic Solutions, Inc. was ranked as the highest qualified and lowest cost vendor. Civic Solutions was 4% and 34% lower in price than the other respondents.

(cont'd)

Robert C. Johnson, Planning Director
(continued on attached page)

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 450,000	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No for FY:04/05
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2005

SOURCE OF FUNDS: Deposit Based Fees (DBF)	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

- Dep't Recomm.: Consent Policy
- Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.:

District:

Agenda Number:

3.70

FORM APPROVED COUNTY COUNSEL

AUG 12 2004

BY *[Signature]*
Departmental Concurrence

COMMITTEE OF RIVERSIDE
AUG 13 5 31 35
3004 WINE 18 5M 1:28
COUNTY OF RIVERSIDE
SECRETARY

The Honorable Board of Supervisors

RE: PROFESSIONAL SERVICES AGREEMENT FOR CONTRACT PLANNER SERVICES IN
INDIO.

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Development activity remains very high and no letup in this strong demand for services is anticipated through the end of FY05. Attached is a recent article from the L.A. Times about the benefits of reduced case backlog and how another county is coping with the current development boom.

The Planning Department proposes to enter into this agreement with Civic Solutions for the use of Independent Contractor based services to meet the cyclical nature of the current demand. Should any economic slowdown unexpectedly occur, the terms of the contract allow the department to quickly adjust its need for such services downward in response to any reduced level of development activity.

The cost of this contract is paid for entirely by development cases being processed through the County's development review process (Deposit Based Fees) without impact to the County general fund.

REVIEW / APPROVAL: County Counsel has reviewed and approved the language in the contract.