

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

523



**FROM:** TLMA - Transportation Dept.

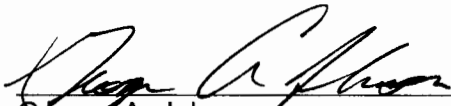
**SUBMITTAL DATE:**  
April 24, 2007

**SUBJECT:** Amendment No. 2 to the Engineering Services Agreement with Willdan Associates for Plan Check Services

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Authorize the Chairman of the Board to approve and sign the attached Amendment No. 2 to the Engineering Services Agreement for Plan Check Services between Willdan Associates and the County of Riverside, and decreasing the contract maximum to \$500,000 annually; and
- 2) Authorize the Chairman of the Board to execute the same; and
- 3) Approve the first optional annual renewal of the contract to extend the contract to April 20, 2008.

**BACKGROUND:** The Transportation Department has traditionally used consultants to

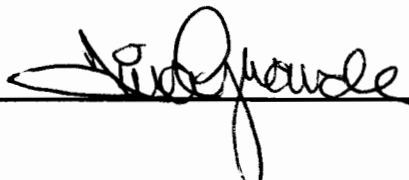
  
George A. Johnson  
Director of Transportation

GAJ:FK:rd

(Continued On Attached Page)

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 500,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2006/07
<b>SOURCE OF FUNDS:</b> Developer Fees				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** 

FORM APPROVED COUNTY COUNSEL  
APR 23 2007  
BY AYK/keeler  
Departmental Concurrence

Dept't Recomm.:  Consent  
Per Exec. Ofc.:  Consent  
 Policy  
 Policy

**Prev. Agn. Ref.** 4/20/04 Item 3.31, **District:** All **Agenda Number:** 12/20/05 Item 3.38

**ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD**

**3.33**

The Honorable Board of Supervisors

RE: Amendment No. 2 to the Engineering Services Agreement with Willdan Associates for  
Plan Check Services

April 24, 2007

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supplement core in-house plan check staff to allow us to keep pace with the development activity and workload.

Willdan Associates was selected as one of the top ranked firms to provide services on an "as needed" basis for development plan check services, estimated at \$700,000 annually for a period of three years with the option of two one year extensions. The contract was amended on December 20, 2005 to increase the contract maximum to \$1,400,000 annually. Since the time of the last Agreement amendment, the County has entered into Plan Check Services Agreements with two additional consulting firms. The Transportation Department has determined that the maximum contract amount should be reduced to \$500,000 annually to more accurately reflect current levels of Plan Check review requests processed by Willdan Associates.

All associated contract costs would be fully funded by Development fees. Thus, no Net County costs would be incurred as a result of this contract amendment.

The original contract was approved for a term of 3 years, beginning on April 20, 2004. The contract provides for the option to renew the contract annually for up to two more years. The original contract term is due to expire on April 20, 2007. The Transportation Department recommends that the Board of Supervisors approve the first renewal of the contract for a one-year period extending to April 20, 2008.

County Counsel has approved this amendment as to form.