

Fiscal Year 2018-19 Budget Amendment
Supporting Professional Services for
Planning and Economic Development and Amendment for Bureau
Veritas Professional Services Agreement – Fire Rebuilding Services

City Council – March 12, 2019



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Planning & Economic Development Department

Outline

Fire Recovery and Rebuild

- Amend Professional Service Agreement with Bureau Veritas, Inc.
 - Increase budget
 - Modify staffing classifications
- Reimburse Economic Development for providing initial budget for the development of outreach and educational materials for the fire rebuild

Planning & Economic Development (PED) Permitting Service

- Assign additional processing, plan check and inspection fee revenue to PED for addressing anticipated permit levels through professional service assistance

Rebuild

Anticipated Services

Presented to Council on November 21, 2017

Resource Operation Center

- Dedicated One-Stop-Shop for rebuild efforts
- Dedicated Staffing
- Expedited Plan Review
- Support Resources
- Outreach and Education



Resilient City Permit Center

- Dedicated Staffing – 6000 peak monthly staff hours (30 positions)
- Expedited Plan Review - 5 days for minor changes
- 24 hour inspection turn around with no cap
- Landscaping design consultations and plan review
- Fire plan review assistance
- Water Department assistance – service reactivations
- Storm water inspections – average of 1500 monthly inspections
- Right of way safety inspections

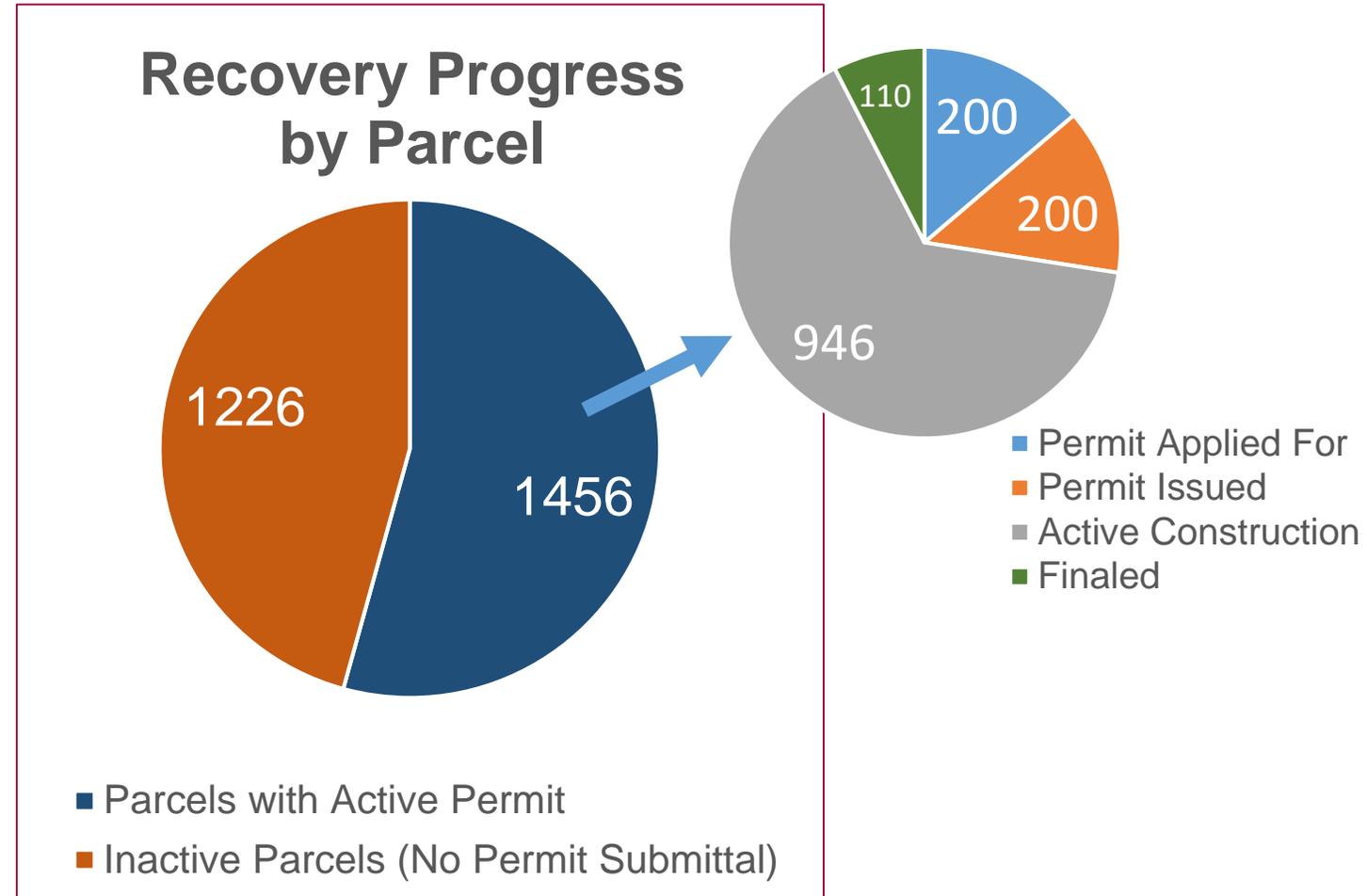


Rebuild

Year 1 Services
December 31, 2018

2682 separate parcels experienced the complete loss of a primary or secondary structure

3123 – Total number of residential units, secondary residential structures and commercial buildings and individual suites



Revenue and Expenditure Estimates - Fire Rebuild

Presented to Council on November 21, 2017

Cost of Contract Services

Year 1	Year 2
\$4,634,640	\$4,251,520

Plan Check and Inspection Fee Revenue

Year 1 Assumption: 1,500 Plan checks and 750 inspections	Year 2 Assumption: 800 Plan checks and 1,000 inspections
\$6,000,000	\$4,400,000

Revenue and Expenditures

December 31, 2018

Cost of Contract Services

Year 1 Estimate	Year 1 Actual	Difference
\$4,634,640	\$5,808,474	\$1,173,834 ↑

Plan Check and Inspection Fee Revenue

Year 1 Estimate 1500 Plan checks and 750 inspections	Year 1 Actual 1509 Plan checks and 15,000 inspections	Difference
\$6,000,000	\$7,198,853	\$1,198,853 ↑

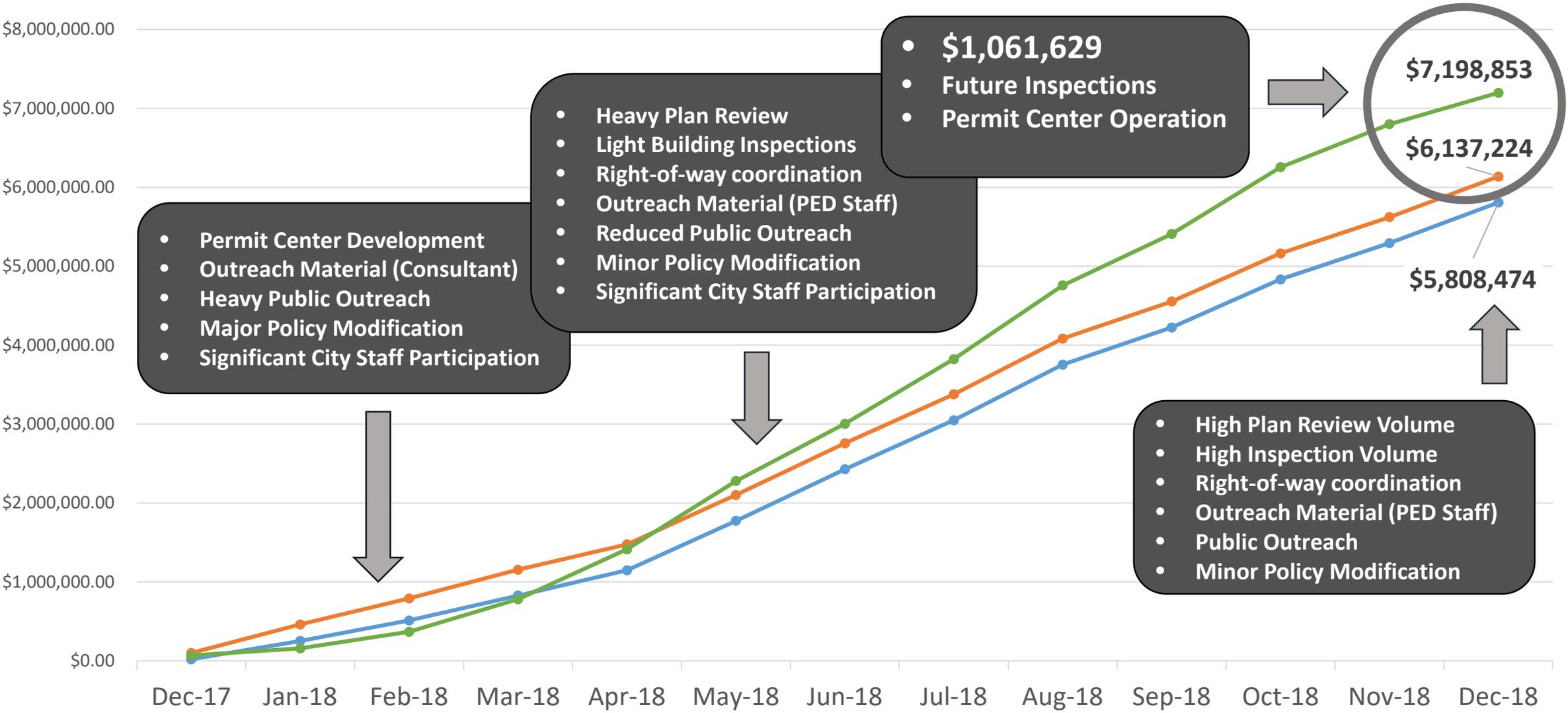
Estimated Average cost for Plan Check and Inspection = **\$5,000 per unit**

Actual Average cost for Plan Check and Inspection = **\$4,733 per unit**

Revenue and Expenditures

Fire Rebuild – December 31, 2018

- Cumulative Consultant Expenditures
- Cumulative Total Expenditures
- Cumulative Revenue



Rebuild

Amend existing Professional Service Agreement with Bureau Veritas

1. Increase not to exceed amount of the agreement to a total of \$9,263,212

- \$377,052 increase to the current not to exceed amount.
- \$3,368,572 increase to the amount budgeted towards the contract
- Total amount will continue to be offset by an average permit fee of \$5,000 per parcel

2. Modify staffing classifications

- Additional salary ranges for Inspector, Plans Examiner and Permit Technician positions
- Separate classification for Office Assistant and Field Technician

Rebuild

Reimbursement for the development of outreach and educational materials

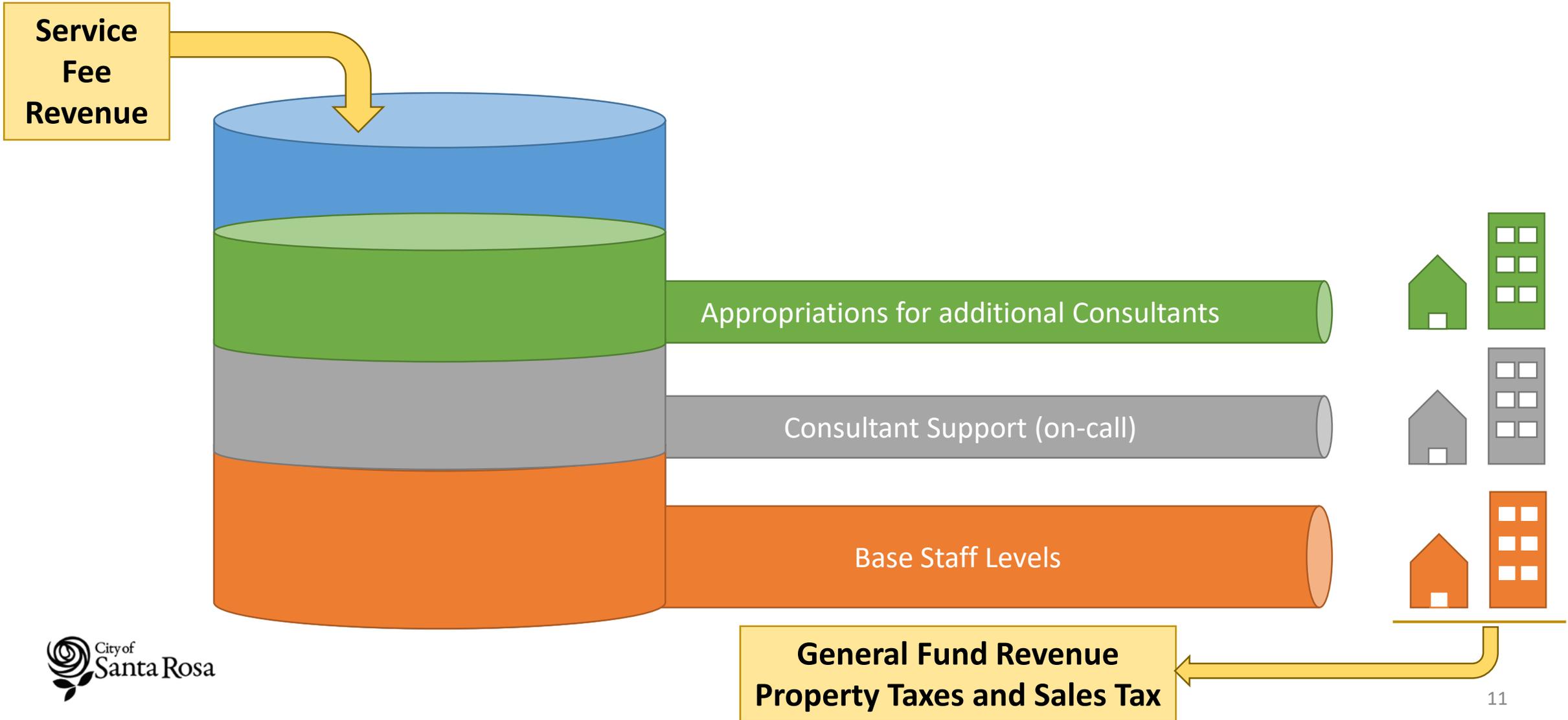
1. Reimburse Economic Development \$188,750 from additional revenue

- Professional Service Agreement executed with Engine is Red on October 24, 2017
- Creation of educational materials for development activities throughout the City
- Due to high demand, total expenditures (\$188,750) were dedicated to rebuild resources
- Reimbursement will provide Economic Development the flexibility to focus additional resources on investment and development activities in the Priority Development Areas

PED Development Services

Planning, Building and Engineering Review and Inspection

Staffing Model



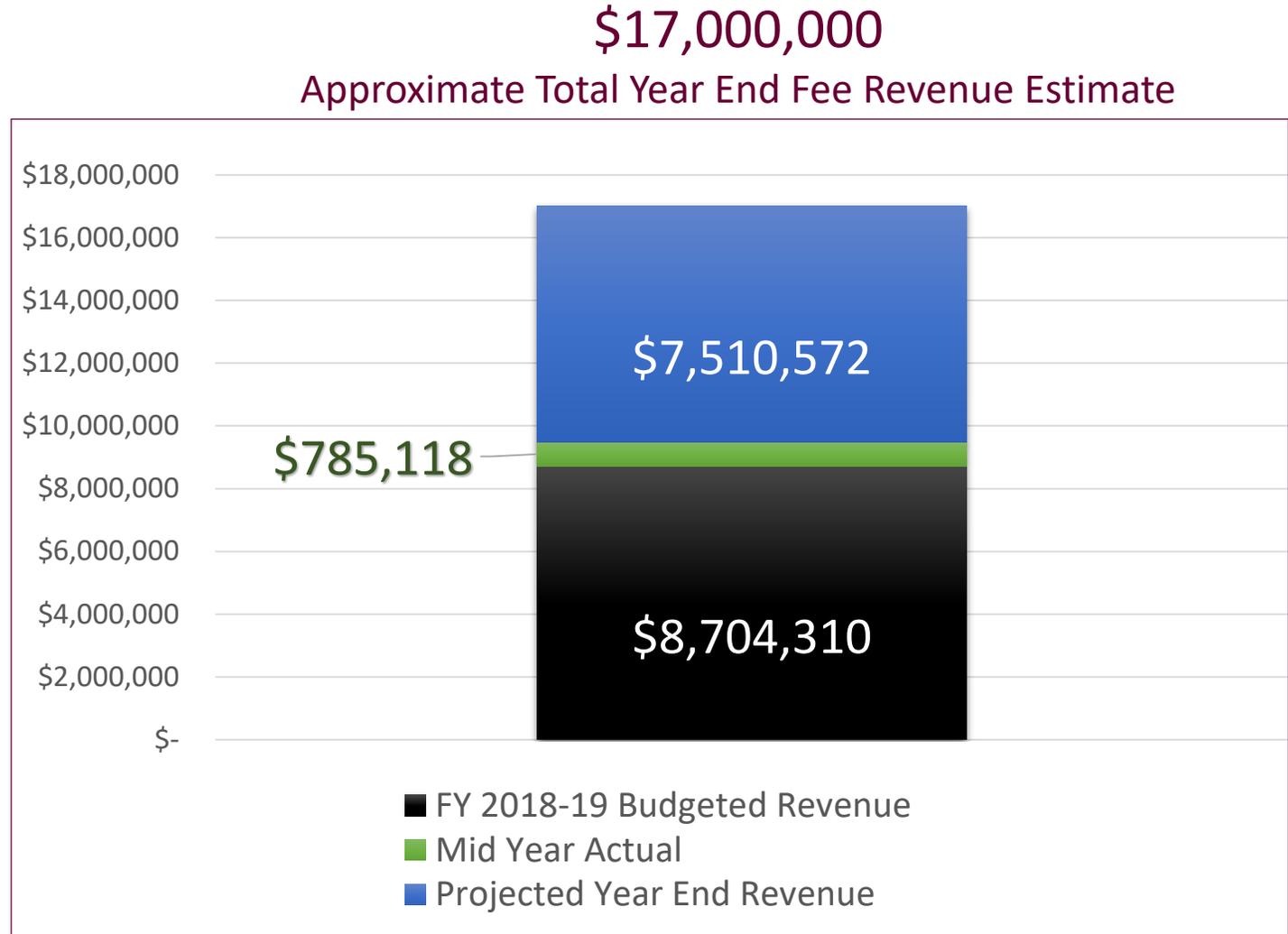
PED Development Services

Planning, Building and Engineering Review and Inspection

Service Fee Revenue

- Application Review and Processing
- Plan Review
- Inspection Fees

Fees are calculated to support the estimated staff time involved in the review, processing and inspection of specific development proposals



PED Development Services

Planning, Building and Engineering Review and Inspection

Increase appropriations in PED by \$800,000 to provide workload relief through the acquisition of additional professional services

- \$300,000 to be assigned to Building consultant services for plan review and inspection
- \$200,000 to be assigned to Planning consultant services for entitlement review
- \$300,000 to be assigned to Engineering consultant services for plan review and inspection

Summary

GL Account No.	Dept	Description	Expenditure Adjustment
080202-5320	PED	Building Consultant Services for Plan Check and Inspection	\$300,000
080301-5320	PED	Planning Consultant Services for Entitlement Permits and Plan Check	\$200,000
080401-5320	PED	Engineering Consultant Services for Plan Check and Inspection	\$300,000
08045	PED	Economic Development Communications & Materials Reimbursement	\$188,750
08046	PED	Bureau Veritas North America, Inc. Amendment	\$3,368,572
Total Budget Adjustment			\$4,357,322

Summary

1. Recommendation that the Council authorize the Chief Financial Officer to amend the Fiscal Year 2018-19 adopted budget to increase budgeted revenues by \$4,357,322 and increase the appropriations in GL/JL keys for \$4,357,322.
2. Recommendation that the Council approve and authorize the Mayor to sign the amendment to Professional Services Agreement with Bureau Veritas North America, Inc. in an amount not to exceed \$9,263,212.

Summary

Questions?

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