

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DAVID GUHIN, DIRECTOR
PLANNING AND ECONOMIC DEVELOPMENT

SUBJECT: PROFESSIONAL SERVICE AGREEMENT AWARD WITH
BUREAU VERITAS NORTH AMERICA, INC. TO PERFORM
POST-FIRE RECOVERY AND REBUILDING ASSISTANCE

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Planning & Economic Development Department that the Council, by resolution, approve the Professional Service Agreement with Bureau Veritas North America, Inc. to perform post-fire recovery and rebuilding permit services for a two-year period for a total not to exceed amount of \$8,886,160.

EXECUTIVE SUMMARY

This resolution will approve a Professional Service Agreement with Bureau Veritas North America, Inc. to provide staffing services to assist with the planning, engineering, building, plan check and inspection services in response to the Tubbs Fire that destroyed approximately 3,000 residential units and 25 businesses. The Planning and Economic Development department posted an RFP to perform post-fire recovery and rebuilding permit assistance on November 8th, 2017. A review board analyzed all proposals and interviewed the top candidates on November 15 and 16, 2017. Bureau Veritas North America, Inc. was determined to be the top candidate.

BACKGROUND

The recent devastating wildfires destroyed over 3,000 residential units and 25 commercial buildings within the Santa Rosa City Limits. Prior to the widespread destruction, the City was highly focused on expanding its available housing stock. With the loss of homes due to the fires, it is critical that the City create additional permitting capacity to ensure production of housing citywide while at the same time expeditiously facilitating the rebuilding of destroyed homes and businesses.

CONTRACT AWARD FOR POST-FIRE STAFFING SERVICES

Page 2 of 4

The City put forth a Request for Proposals for Post-Fire Recovery and Rebuilding Assistance (RFP #17-85) on November 8, 2017 to solicit bids from consulting firms with specialized and licensed staff to perform all aspects of the plan check review, approval and inspection work for those affected by the fires. A review board consisting of the Director of Planning and Economic Development, Acting Chief Building Official and the Deputy Director of Engineering, carefully considered all proposals, ranked them based on measures identified in the RFP, interviewed the top candidates, and unanimously selected Bureau Veritas North America, Inc. as the recommended contractor to perform this work over a two-year period. The cost of performing this service will be recovered through the plan check and inspection fees which average \$5,000 per house.

PRIOR CITY COUNCIL REVIEW

None.

ANALYSIS

In the aftermath of the Tubbs/Nuns wildfires, the Planning & Economic Development (PED) department has been seeking the most efficient strategy to help those affected by the wildfires rebuild. PED provided staffing for the Local Assistance Center to provide information, guidance and answer questions to those wanting to better understand how the rebuild process would occur. Now that the LAC has stopped operating, the City is setting up a Recovery Operation Center (ROC) at City Hall to provide information and permitting services in connection with the recovery and rebuilding of our community. The ROC will be a one-stop-shop for City permits and approvals needed by members of our community who are victims of the fire.

The ROC will allow customers that were affected by the fire to be served in a dedicated location by staff who will be focusing and specializing in the permit needs of the rebuilding and recovery efforts. The services provided at the ROC will include; planning, engineering, and building services as well as information from our community partners regarding housing and other critical services.

PED posted a Request for Proposals on November 8, 2017 to solicit bids for Post-Fire Recovery and Rebuilding Assistance (RFP #17-85). A review board comprised of the following members analyzed all responses and interviewed the most qualified candidates:

David Guhin, Director Planning & Economic Development
Gabe Osburn, Deputy Director Development Services
Jesse Oswald, Acting Chief Building Official
Kempen Robbins, Acting Assistant Fire Marshal (Interviews only)

CONTRACT AWARD FOR POST-FIRE STAFFING SERVICES

Page 3 of 4

The review board selected Bureau Veritas North America, Inc. as the candidate with the best qualifications and relevant experience and with the capacity to meet the unique needs facing the City of Santa Rosa. The professional services agreement with Bureau Veritas North America, Inc. will span 2 years of services for a total cost not to exceed \$8,886,160. If approved by Council, services with Bureau Veritas North America, Inc. are expected to begin on Monday, November 27th.

The proposed agreement will be initially funded by the general fund. However, plan check and inspection fees of approximately \$5,000 per home associated with the rebuild will offset the total cost of the contract over the course of several years. While impact fees will not apply to fire affected properties, and permitting and plan check fees will be held to a minimum, the cost of the contract is expected to be fully recoverable through fees collected.

FISCAL IMPACT

The cost of the professional services agreement with Bureau Veritas North America, Inc. is not to exceed \$8,886,160. Funds for this contract will be appropriated from the General Fund into JL Key 08046-5320. This total cost of this contract is expected to be recouped in plan check and inspection fees collected in the rebuild process.

A budget amendment is needed to appropriate General Fund reserves to amend the fiscal year (FY) 2017-18 annual budget within the Planning and Economic Development department in the amount of \$4,634,640 to fund year one of the contract. Funds for year two in the amount of \$4,251,520 will be appropriated at a later time.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A

CONTRACT AWARD FOR POST-FIRE STAFFING SERVICES

Page 4 of 4

CONTACT

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