



AGENDA REPORT

Meeting Date: November 13, 2012
Item Number: G-6
To: Honorable Mayor & City Council
From: George Chavez, Community Development Assistant Director
Subject:

APPROVAL OF AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND JLEE ENGINEERING, INC. TO PROVIDE PLAN REVIEW SERVICES AND OTHER AS NEEDED CONSULTING SERVICES, AND;

APPROVAL TO ISSUE A PURCHASE ORDER IN THE AMOUNT OF \$200,000 FOR THE SERVICES DESCRIBED FOR THE FISCAL YEAR 2012-2013.

Attachments: 1) Agreement

RECOMMENDATION

Staff recommends that the City Council approve Amendment No. 1 to the agreement and purchase order for fiscal year 2012-2013 in the amount of \$200,000 with JLEE Engineering, Inc, for plan review and other as needed code review engineering consulting services in the total not-to-exceed amount of \$500,000.

INTRODUCTION

JLEE Engineering, Inc. has provided supplemental plan review engineering and building code consulting services to maintain acceptable customer service demands during peak periods, since 2007. JLEE Engineering, Inc. is selected for this agreement based on their specialized professional engineering consulting services, and has consistently demonstrated their ability by providing a high degree of professional technical skill and expertise.

DISCUSSION

Due to reduction of plan review staff, changes and additions to the State building codes, including anticipated increases in development plan reviews; it is necessary for the Community Development Department's plan review program to seek outside consulting services to accommodate increases in demand and to streamline development review services provided to the public, as necessary to meet development review turn-around times.

Professional consulting services were not solicited other than JLEE Engineering, Inc. Community Development Department has maintained technical code engineering service relationship with JLee Engineering, Inc. since 2009. Their professional rates have been held firm since inception of the Agreement in 2009. JLee Engineering, Inc. has not only learned the City's local code amendments as they apply to development plan review services but has installed the City's licensed plan review software plan review program e.g. ProjectDox by Avolve. JLee Engineering, Inc. has consistently provided high level of service to the City and its customers with its complete engineering and plan review services, Building, all trades, including Green Building.

Staff is requesting approval for an amendment to the agreement increasing the consideration amount from 300,000 to \$500,000 until 2014 with purchase order amount of \$200,000 to be used during fiscal 2012-13. This increase is based on the department approved FY 12/13 budget to augment existing staff resources and due to the increase in project development demands. This increase is also in line with the Mayor's Task Force on Government Efficiencies.

FISCAL IMPACT

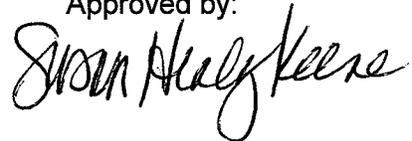
The cost to perform the consultant engineering services by JLEE Engineering, Inc. for fiscal year 2012-2013 period has been approved as part of the Council approved budget for Community Development Department and will be offset by plan check revenues.



Noel Marquis
Finance Approval

Susan Healy Keene, AICP

Approved by:



Attachment 1

AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF
BEVERLY HILLS AND JLEE ENGINEERING, INC. TO PROVIDE PLAN
REVIEW SERVICES AND OTHER AS-NEEDED CONSULTING
SERVICES

NAME OF CONSULTANT: JLEE Engineering, Inc.

RESPONSIBLE PRINCIPAL OF CONSULTANT: Jae Lee, President

CONSULTANT'S ADDRESS: 430 S. Garfield Avenue, Suite 301
Alhambra, CA 91801
Attention: Jae Lee, President

CITY'S ADDRESS: City of Beverly Hills
455 N. Rexford Drive
Beverly Hills, CA 90210
Attention: Susan Healy Keene, AICP
Director of Community Development

COMMENCEMENT DATE: July 1, 2011

TERMINATION DATE: June 30, 2014

CONSIDERATION: Original Agreement: Not to exceed \$300,000.00 and
based on the rates set forth in Exhibit B

Amendment No. 1: Not to exceed \$200,000 and based
on the rates set forth in Exhibit B

Total of Original Agreement and Amendment No. 1 not to
exceed \$500,000

AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND JLEE ENGINEERING, INC. TO PROVIDE PLAN REVIEW SERVICES AND OTHER AS-NEEDED CONSULTING SERVICES

This Amendment No. 1 is to that certain Agreement between the City of Beverly Hills (hereinafter called "CITY"), and JLEE Engineering, Inc. (hereinafter called "CONSULTANT") dated July 7, 2011 and identified as Contract No. 236-11 for plan review services and other as-need consulting services.

RECITALS

A. CITY entered into a written agreement with CONSULTANT for plan review and other as-needed consulting services.

B. CITY desires to increase the Consideration for anticipated additional services.

NOW, THEREFORE, the parties agree as follows:

Section 1. The Consideration shall be amended as set forth above.

Section 2. Except as modified by this Amendment No. 1, all provisions of the Agreement dated July 7, 2011 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the _____ day of _____, 201____, at Beverly Hills, California.

CITY:
CITY OF BEVERLY HILLS,
a municipal corporation

WILLIAM W. BRIEN, M.D.
Mayor of the City of
Beverly Hills, California

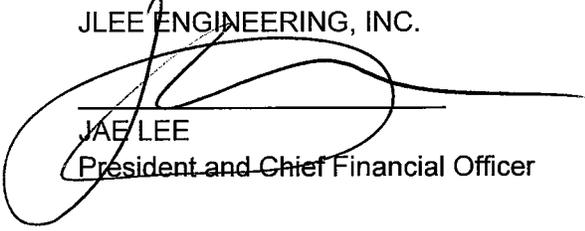
[Signatures continue]

ATTEST:

BYRON POPE
City Clerk

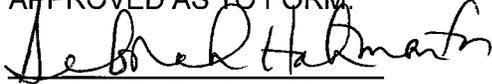
(SEAL)

CONSULTANT:
JLEE ENGINEERING, INC.



JAE LEE
President and Chief Financial Officer

APPROVED AS TO FORM:



LAURENCE S. WIENER
City Attorney

APPROVED AS TO CONTENT:

JEFFREY KOLIN
City Manager



SUSAN HEALY KEENE, AICP
Director of Community Development



KARL KIRKMAN
Risk Manager