



AGENDA REPORT

Meeting Date: April 1, 2014
Item Number: D-11
To: Honorable Mayor & City Council
From: David Yelton, Community Development Acting Assistant Director
Subject:

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

AN APPROPRIATION OF \$200,000 FOR THE MENTIONED CONSULTING SERVICES; AND

APPROVAL OF A CHANGE ORDER IN THE AMOUNT OF \$300,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$800,000

Attachments: 1) Agreement

RECOMMENDATION

Staff recommends that the City Council approve Amendment No. 1 to the agreement in the amount of \$300,000 with JLEE Engineering, Inc, for plan review and other as needed code review engineering consulting services for a total not-to-exceed amount of \$800,000. Staff also recommends that an appropriation be approved for \$200,000 for the mentioned services which are offset by plan check revenues. With this agreement having two different funding sources (\$200,000 from the General Fund appropriation and \$100,000 from developers' direct cost), change orders must be approved for two separate purchase orders for a total not-to-exceed purchase order amount of \$800,000.

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 2009. JLEE Engineering, Inc. was 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

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, including building, all trades, and Green Building code standards.

The proposed agreement enhances the agreement scope to incorporate zoning review of development construction plans in accordance with Beverly Hills Municipal Code and all applicable State laws. This agreement has been established to meet the Community Development Department work plan item to improve the quality of customer services by streamlining the plan review turn-around time for commercial and residential construction work within the City. The ability to have a consultant review both Zoning and Building Technical Codes will provide customers timely review during periods of peak demand.

Staff is requesting approval for an amendment to the agreement increasing the consideration amount from \$500,000 to \$800,000 with change order amount of \$300,000 to be used during fiscal 2013-14. This increase is to augment existing staff resources due to the increase in project development demands. This increase is also in line with the Mayor's Process Efficiency Task Force.

FISCAL IMPACT

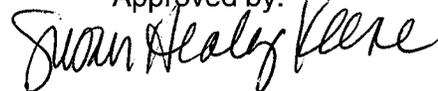
The cost to perform the consultant engineering services by JLEE Engineering, Inc. will be offset from plan check revenues and developers' direct cost from expedited plan review services.

Don Rhoads
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
TECHNICAL AND ZONING 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 \$500,000.00 and
based on the rates set forth in Exhibit B

Amendment No. 1: Not to exceed \$300,000 and based
on the rates set forth in Exhibit B

Total of Original Agreement and Amendment No. 1 not to
exceed \$800,000

AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND JLEE ENGINEERING, INC. TO PROVIDE TECHNICAL AND ZONING 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 October 15, 2013 and identified as Contract No. 437-13 for technical and zoning plan review services and other as-needed consulting services.

RECITALS

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

B. The improving economy has led to increased construction activity in the CITY. CITY desires to increase the Consideration to pay for anticipated additional services.

C. The CITY further desires to amend Exhibit B to set forth a change in personnel.

NOW, THEREFORE, the parties agree as follows:

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

Section 2. Exhibit B shall be amended as attached hereto incorporated herein.

Section 3. Except as modified by this Amendment No. 1, all provisions of the Agreement dated October 15, 2013 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

LILI BOSSE
Mayor of the City of
Beverly Hills, California

ATTEST:

_____ (SEAL)
BYRON POPE
City Clerk

[Signatures continue]

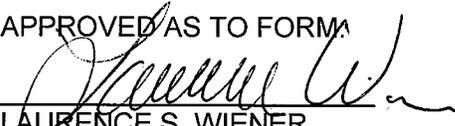
CONSULTANT:
JLEE ENGINEERING, INC.



JAE LEE
President and Chief Financial Officer

[Signatures continue]

APPROVED AS TO FORM:



LAURENCE S. WIENER
City Attorney

APPROVED AS TO CONTENT:

JEFFREY C. KOLIN
City Manager



SUSAN HEALY KEENE, AICP
Director of Community Development



KARL KIRKMAN
Risk Manager

EXHIBIT B
SCHEDULE OF RATES

HOURLY RATES

Principal	\$125.00
Cal. Certified Access Specialist	\$120.00
Sr. Plan Check Engineer	\$105.00
Plan Check Engineer	\$ 95.00
Plan Examiner	\$ 85.00
Permit Technician	\$ 40.00

Sr. Plan Check Engineer's rate will be the maximum rate for the plan check except of Cal. Certified Access Specialist.

Senior Plan Check Engineer's rate shall be the maximum rate for plan check.

Senior Plan Check Engineer's rate shall be the maximum rate for building code standards plan check

Senior Planner's rate shall be the maximum rate for the zoning plan check.