

**RESOLUTION NO. \_\_\_\_\_ (N.C.S.)**

**A RESOLUTION OF THE SALINAS CITY COUNCIL AUTHORIZING THE EXECUTION OF FY 2023-24 AGREEMENTS FOR PROFESSIONAL SERVICES WITH CSG CONSULTANTS INC. AND 4LEAF INC. TO PROVIDE BUILDING OFFICIAL, TECHNICAL PERMITTING, PLAN REVIEW, AND CONSTRUCTION INSPECTION SERVICES TO THE PERMIT CENTER.**

**WHEREAS**, the Permit Services Division strives to offer a comprehensive, one-stop location providing assistive, compliant permitting and inspection services; and

**WHEREAS**, the Permit Center continues to see a large volume of requests for plan review, permitting, and inspections requiring additional support, manpower, and expertise to remain compliant with processing mandates and timelines; and

**WHEREAS**, the Permit Services Division continues to require the necessary services of an Interim Building Official while the position is vacant; and

**WHEREAS**, since 2000 and 2012 the City has contracted with CSG Consultants Inc. and 4LEAF Inc. respectively to support technical needs and maintain appropriate levels of customer service in its Permit Center; and

**WHEREAS**, CSG Consultants Inc. and 4LEAF Inc. each have extensive knowledge and experience in providing technical services to building departments throughout multiple jurisdictions in California and employ staff that have the requisite certification, training, and experience to perform the work necessary to meet the City's needs; and

**WHEREAS**, CSG Consultants Inc. and 4LEAF Inc. have continued to provide high-quality permitting, plan review, and inspection services in the City, since 2000 and 2012 respectively, and continue to demonstrate a desired level of performance and technical expertise in a timely and cost-effective manner; and

**WHEREAS**, the City has again identified CSG Consultants Inc. and 4LEAF Inc. as qualified and capable of providing the necessary, supplemental experience, capacity, and technical expertise necessary to fully meet the City's Permit Center's operational needs and have the capacity to provide both services and staff specifically tailored to meet the needs of the City's development processes;

**WHEREAS**, through the City's recent onboarding of three permanent, full-time Combination Building Inspectors, the Permit Services Divisions has reduced the cumulative Agreement amounts for FY 2023-24 by \$250,000 to a maximum FY 2023-24 amount of \$300,000; and

**WHEREAS**, costs associated with these Agreements will be fully recouped through the collection of cost-neutral permit and inspection fees appropriated to the City's Permit Services Enterprise Fund; and

**WHEREAS**, at this time, there are no other consultant vendors within the City of Salinas or the County of Monterey that can perform the scope and level of work required; and

**WHEREAS**, the City Council has authority, pursuant to Salinas Municipal Code Section 12-28.080, to authorize the proposed Agreements without application of a local purchasing preference.

**WHEREAS**, the City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378); and

**NOW, THEREFORE, BE IT RESOLVED** the Salinas City Council authorizes the Mayor to enter into separate Agreements for Professional Services with CSG Consultants Inc. in an amount not to exceed \$250,000 and 4LEAF Inc. in an amount not to exceed \$50,000 through the 2023-2024 fiscal year; and

**PASSED AND APPROVED** this 20th day of June 2023, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**APPROVED:**

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Kimbley Craig, Mayor

**ATTEST:**

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Patricia M. Barajas, City Clerk