

RESOLUTION NO. 2025 – _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS
AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH
WEST COAST CODE CONSULTANTS, INC. FOR AN AMOUNT NOT TO EXCEED \$190,000,
AND CSG CONSULTANTS, INC. FOR AN AMOUNT NOT TO EXCEED \$20,000 FOR
BUILDING AND FIRE PLAN REVIEW CONSULTANT SERVICES FOR
FISCAL YEAR 2024-25.**

WHEREAS, the Building Division relies on contract, as-needed plan review services to help maintain exceptional customer service and plan review turnaround time; and

WHEREAS, the current professional services agreement with West Coast Code Consultants, Inc. has a not-to-exceed amount of \$379,800 for fiscal year (FY) 2024-25; and

WHEREAS, the current professional services agreement with CSG Consultants, Inc. has a not-to-exceed amount of \$269,000 for FY 2024-25; and

WHEREAS, the proposed increase of \$190,000 for West Coast Code Consultants, Inc. and the proposed increase of \$20,000 for CSG Consultants, Inc. for FY 2024-25 should be sufficient for the remainder of the fiscal year through June 30, 2025; and

WHEREAS, there is sufficient funding in the Building Division Professional Services budget to cover this request.

NOW, THEREFORE BE IT RESOLVED, that the San Carlos City Council hereby approves an amendment to the Professional Services Agreement with West Coast Code Consultants, Inc. for a not-to-exceed amount of \$190,000, and with CSG Consultants, Inc. for a not-to-exceed amount of \$20,000 for building and fire plan review consultant services.

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I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 9th day of June 2024, by the following vote:

AYES, COUNCILMEMBERS:

NOES, COUNCILMEMBERS:

ABSENT, COUNCILMEMBERS:

CITY CLERK of the City of San Carlos

APPROVED:

MAYOR of the City of San Carlos