


**City of Yuba City  
Community Development  
Staff Report**

**Date:** December 19, 2006  
**To:** Honorable Mayor and Members of the City Council  
**From:**  Aaron Busch, Community Development Director

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**Summary**

**Subject:** Use of Professional Services for Plan Check and Inspection Services in the Building Division.

**Recommendation:** Authorize the allocation of the Building Division's Professional Services Account to LP2A Consultants and Willdan & Associates in the amounts up to \$130,000 and \$100,000 respectively for purposes of completing required plan check and inspection services with the finding that it is in the best interest of the City.

**Alternative:** Reject recommendation.

**Fiscal Impact:** As part of the approved FY '06-'07 budget, the Building Division was allocated \$250,000 for professional services such as plan check and inspection services. There will be no fiscal impact to the City as plan check and inspection service costs are covered by Building Permit plan check and permit fees.

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**Background:**

The Building Division has outsourced plan check services since 1999. In July 2005, the Building Division received authorization to outsource plan check and inspection services to LP2A, Willdan, NAFFA, and Berryman and Heniger.

As part of the approved FY '06-'07 budget, the Building Division was allocated \$250,000 for the continued outsourcing of plan check and inspection services. This request is being made to authorize the allocation of the approved funds to two of the above firms who are primarily used for the majority of these services.

Both LP2A and Willdan have been able to augment plan check services for the Building Division and are primarily responsible for completing the majority of all non-residential plan check services for the City. Some of the projects that these firms have been involved with include: Freemont-Rideout Office Building; Lowe's;

Hampton Inn; Kohl's; and, Chili's Restaurant. In addition to the plan check services, LP2A also currently provides the City with inspection services as well.

Despite the residential slowdown, the daily inspection workload continues at a steady rate and is reflective of permits issued six to nine months earlier. There are currently over 1,850 building permits either under construction or in the plan review process. At present, 308 permits are for new single family dwellings, 62 are for major commercial projects, and over 1,480 are miscellaneous permits ranging from new water heaters to residential additions.

The Building Division staff includes three full-time inspectors and one unfilled inspector position. One of the inspectors is assigned to the office to perform plan checks and to assist staff and customers at the Permit Center. The other two City-employed inspectors perform construction inspections for all residential, non-residential, and City projects (e.g. Gauche Park). To assist with the inspection services, a third consultant inspector is provided by LP2A.

**Recommendation:**

Staff recommends that the City Council authorize the allocation of the Building Division's Professional Services Account to LP2A Consultants and Willdan & Associates in the amounts up to \$130,000 and \$100,000 respectively for purposes of completing required plan check and inspection services with the finding that it is in the best interest of the City.