



## City Council Staff Report

DATE: July 6, 2016

CONSENT CALENDAR

SUBJECT: AUTHORIZE APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$166,400 TO INTERWEST CONSULTING GROUP, INC., FOR BUILDING INSPECTIONS REQUIRED FOR NEW COMMERCIAL BUILDINGS LOCATED IN THE DOWNTOWN PALM SPRINGS DEVELOPMENT PROJECT

FROM: David H. Ready, City Manager

BY: Building Department

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### SUMMARY:

This action will authorize the City Manager to approve a Purchase Order in the amount of \$166,400 to the City's "on-call" building inspection firm, Interwest Consulting Group, Inc., to coordinate and provide as-needed building inspections through Fiscal Year 2016-17 required for new commercial buildings being constructed within the Downtown Palm Springs development project.

### RECOMMENDATION:

1. Approve a Purchase Order in the amount of \$166,400 to Interwest Consulting Group, Inc., in accordance with Agreement No. 6686, to coordinate and provide as-needed building inspections through Fiscal Year 2016-17 required for new commercial buildings being constructed within the Downtown Palm Springs development project; and
2. Authorize the City Manager to execute all necessary documents.

### STAFF ANALYSIS:

On April 1, 2015, the City Council approved Agreement No. 66886 with Interwest Consulting Group, Inc., for professional first class as-needed building inspection ("Owner's Rep") services associated with a variety of future as-needed inspection services associated with private land development projects.

On July 15, 2015, the City Council authorized the City Manager to approve a Purchase Order in the amount of \$166,400 with Interwest Consulting Group, Inc., to provide a dedicated on-call building inspector to provide inspections associated with work

underway on the Kimpton Hotel and the Block A Building (West Elm Building). Palm Springs Promenade, LLC, (the "Developer"), is continuing construction on these buildings, with plans for additional retail buildings to be submitted in the near future. Staff anticipates that the pace of building construction in the Downtown Palm Springs development project will accelerate beyond the pace that current Building Inspection staff can maintain, and recommends that the City utilize its on-call Building Inspection firm to provide the additional capacity to coordinate the required inspections.

Accordingly, staff requested proposals from its "on-call" firm Interwest Consulting Group, Inc., and recommends that the City Council authorize the City Manager to approve a Purchase Order with Interwest Consulting Group, Inc., in the amount of \$166,400 to continue the use of on-call building inspectors for the required building inspection services; a copy of Interwest Consulting Group's proposal is included as **Attachment 1**. This amount will be used as a budget to provide the as-needed "on-call" building inspection services through Fiscal Year 2016-17.

#### ENVIRONMENTAL IMPACT:

On June 13, 2008, the City of Palm Springs, acting as Lead Agency under the California Environmental Quality Act ("CEQA"), issued a Notice of Preparation ("NOP") and Initial Study for the preparation of a Draft Environmental Impact Report (the "Draft EIR") on the Museum Market Plaza Specific Plan (Case No. 5.1204). The NOP was circulated for public review from June 16 through July 17, 2008. The Draft EIR was subsequently circulated for public review from October 22 through December 17, 2008. In accordance with the CEQA Guidelines, on November 18, 2009, the City Council adopted Resolution No. 22625, certifying the Final Environmental Impact Report (State Clearing House No. 2008061084) (the "Final EIR") for the Museum Market Plaza Specific Plan (Case No. 5.1204), including amendments to the 2007 General Plan and Palm Springs Zoning Code, making certain findings relating to the environmental effects identified in the Final EIR, and adopting a Statement of Overriding Considerations and a Mitigation Monitoring and Reporting Program. The City Council subsequently reaffirmed and re-adopted Resolution No. 22625 on December 2, 2009.

On October 17, 2012, the City Council adopted Resolution No. 23238, approving an Addendum to the Final EIR for the Museum Market Plaza Specific Plan (Case No. 5.1204), and identifying the implementation of a revised Downtown Revitalization Plan ("Downtown Palm Springs") as conforming to the Museum Market Plaza Specific Plan. Included as part of the Downtown Revitalization Plan is the development of various commercial buildings and related improvements; therefore, construction of the new commercial buildings and related improvements, as a "Project" under CEQA, has previously completed environmental review as required by the CEQA Guidelines, and approval to issue a Purchase Order to Interwest Consulting Group to provide required building inspections requires no further environmental review.

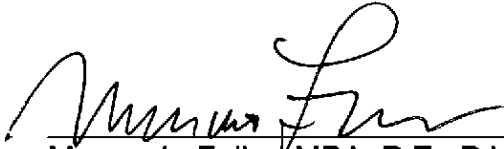
FISCAL IMPACT:

Sufficient funds are available in the Measure J Capital Improvement Fund, in Account No. 260-4500-59464.

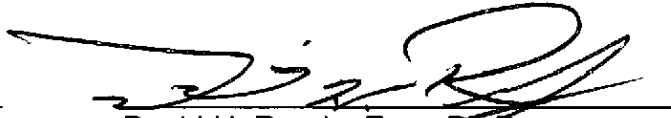
SUBMITTED

Prepared by:

Approved by:



Marcus L. Fuller, MPA, P.E., P.L.S.  
Assistant City Manager/City Engineer



David H. Ready, Esq., Ph.D.  
City Manager

Attachment:

1. Interwest Consulting Group, Inc., Proposal

# **ATTACHMENT 1**

June 30, 2016



Jim Zicaro, CBO, MCP, MPA  
Director of Building and Code Enforcement  
City of Palm Springs  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA 92262

**RE: Proposal to Provide Full Time Building Inspection Services – Desert Fashion Plaza Project**

Thank you for considering the extension of the existing Interwest Consulting Group contract regarding full time Building Inspection Services for the Desert Fashion Plaza project. We are excited about continuing to serve the City of Palm Springs Building and Code Enforcement Department.

We are very aware of the challenges and requirements for municipal governments since many of our staff have held senior and executive management positions within numerous California cities. Our staff includes former Building Officials, Building Inspectors, Public Works Directors, City Engineers, Capital Projects Managers, Inspectors, Plan Checkers, Permit Technicians and Construction Managers. This background and experience is important since serving in the capacity of the "owner", especially local agencies, requires a high level of sensitivity towards community and special interest group issues. Accordingly, our professional staff truly understands and values the importance of maintaining a focus on representing the interests of our public agency clients in a manner which reflects positively on the Cities we serve.

For this assignment, we propose to continue to use **Mr. David Salas, Building Inspector III** at the hourly rate of **\$80**. The Rate Schedule and Mr. Salas' resume are included with this proposal. Services will be provided on a full time basis from **7:30am to 4:00pm** (8 hours per day), **Monday through Friday**. The proposed contract duration is from **July 1, 2016 to June 30, 2017**. The estimated total cost for this assignment is **\$166,400**. This contract may be extended for as long as the City requires the services with the compensation based on the Current Fee schedule in place at the time of the extension. Weekend work, nights, and all other overtime will be billed at \$120/Hour and work on Holidays will be billed at \$160/Hour (this additional cost is not included in the above estimate).

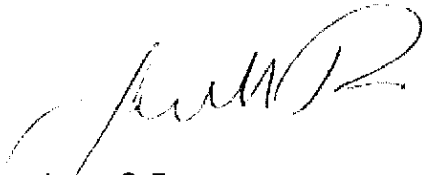
**Chris A. Vogt, PE** will serve as Project Manager and the management contact to the City of Palm Springs. **Jim Ross**, is the **Principal in Charge** and an authorized representative of Interwest Consulting Group that has the authority to sign all necessary agreements. Services will be directed out of our Palm Springs office with contact information listed below:

**James G. Ross**  
431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office  
714.742.1551 Mobile  
jross@interwestgrp.com

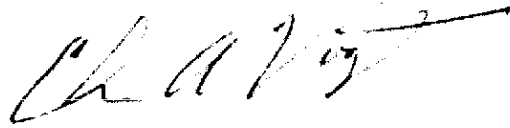
**Chris A. Vogt, P.E.**  
431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office  
951.616.4925 Mobile  
cvogt@interwestgrp.com

Please let me know if you require any additional information or have any questions. Thanks again and we look forward to this assignment.

Sincerely,



**James G. Ross**  
Public Works Group Leader



**Chris A. Vogt, PE**  
Coachella Valley Regional Manager



**INTERWEST  
CONSULTING  
GROUP**

[www.interwestgrp.com](http://www.interwestgrp.com)

**REGISTRATIONS  
CERTIFICATIONS**

Building Inspector  
0859493-B5

Combination Inspector  
0859493-C8

Residential Combination Inspector  
0859496-R5

Electrical Inspector  
859493-E5

Light Commercial Combination Inspector  
– Uniform No. 0859493-S7

Mechanical Inspector  
0859493-44

Plumbing Inspector  
0859493-P5

Reinforced Concrete Special Inspector  
– Legacy No. 0859493-88

Sprayed-Applied Fireproofing Special  
Inspector 0859493-86

Structural Masonry Special Inspector  
0859493-84

**E D U C A T I O N**

City of Palm Desert Leadership Academy

Building Inspection and Leadership  
“Skill Path” Seminars

# David Salas

## Building Inspector III

David is a 21-year veteran building inspector. He has spent the last two decades performing combination building inspections for cities and counties on complex, high-tech, commercial development projects including multi-story hotels, shopping malls, parking structures, schools, assisted living facilities and residential dwellings.

David makes a solid contribution by producing a high volume of work while maintaining high standards for quality and accuracy. He possesses a good attitude while taking on tasks with a positive energy and a smile. His upbeat personality and engaging personal style enables him to interact effectively with staff and clients.

**P R O J E C T S P E C I F I C E X P E R I E N C E**

**Building Inspector III**

2013 - Present

Interwest Consulting Group

Performs residential and commercial inspection services including building, plumbing, electrical and mechanical for various Southern California clients.

**Building Inspector**

2010 – 2012

County of Madera

Performed building, plumbing, mechanical, and electrical inspections of commercial and residential structures for the county.

**Senior Building Inspector**

1998 – 2009

City of Palm Desert

Executed combination building inspections on complex commercial and residential projects including multi-story hotels, shopping malls, parking structures and assisted living facilities.

**Special Inspector**

1996 – 1998

Contractor

Inspected concrete, masonry, spray-applied fireproofing and structural steel for the multi-million dollar projects of *The Gardens* on El Paseo and *Albertson's* Grocery store in Palm Desert, California.

**Inspector of Record**

1994 – 1996

El Centro School District

Inspector for soil, foundation, structural, electrical, plumbing, mechanical and interior finish work for Southwest High School II, a \$20 million project, complete with a multi-community based auditorium.

Other projects included:

- Indio Juvenile Hall, Phase II
- Indio High School Modernizations
- Palm Desert High School, Phase II and IV
- Palm Desert High School, Pool and Shade Structure

**Special Inspector**

1983 – 1987

Various Locations, Orange County

Managed various projects for concrete, structural steel, pre-stressed concrete, spray-applied fireproofing and masonry inspection.

# Fee Schedule



Schedule of hourly rates by classification:

<b>Classification</b>	<b>Hourly Billing Rate</b>
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### **Engineering**

Principal .....	\$140
Project Manager.....	\$125
Construction Manager.....	\$120
Assistant Construction Manager .....	\$110
Supervising Public Works Observer.....	\$105
Senior Public Works Observer .....	\$95
Construction Inspector III .....	\$85
Construction Inspector II .....	\$80
Construction Inspector I .....	\$75
Design Engineer.....	\$120
Storm Water Engineer.....	\$120
Civil Plan Review Engineer .....	\$120
Associate Engineer III .....	\$105
Associate Engineer II .....	\$100
Associate Engineer I .....	\$85
Assistant Engineer .....	\$75
Engineering in Training .....	\$65
SWPPP Professional .....	\$85
Engineering Technician III.....	\$73
Engineering Technician II.....	\$70
Engineering Technician I.....	\$65
Draftsperson.....	\$60

### **Building and Safety**

Building Official .....	\$120
Deputy Building Official .....	\$100
Building Inspector I.....	\$70
Building Inspector II.....	\$75
Building Inspector III.....	\$80
Permit Technician I .....	\$40
Permit Technician II .....	\$45
Permit Technician III .....	\$50

### **Reimursables:**

Construction Management Office/Trailer.....	Cost + 15%
Administration of Sub-Consultants.....	Cost + 15%
Permits.....	Cost + 15%



Printing, reproduction, research, meetings, mileage, telephone usage, general office supplies, overhead, etc..., are included as incidental to the charges in the "Not-to-Exceed" fee schedule and total cost proposal.

*Rates are typically reviewed yearly on July 1 and may be subject to revision unless under specific contract obligations*

**BILLING PROCESS**

Invoices are typically generated upon the conclusion of the month. Interwest Consulting Group will work with the City to supply the necessary billing information.