

CITY COUNCIL REGULAR SESSION

Resolution authorizing execution of a five-year Professional Services Contract with Hargis Engineers for mechanical plan review services in an amount not to exceed a contract total of \$300,000, plus all applicable taxes, for all services performed and expenses incurred under this Contract.

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EXECUTIVE SUMMARY

This Resolution will provide additional capacity for Development Services plan review services.

RECOMMENDATION

Move to adopt Resolution No. 10111

BACKGROUND/ANALYSIS

Last September, the City Council received an update on the development activity which has presented challenges for staff to maintain timely service in reviewing permit plans. This contract is part of an overall workload and performance management strategy to ensure that additional resources are available to respond to project schedule needs for contractors and land developers.

Bellevue continues to experience record-breaking construction activity largely attributed to the major commercial office and multi-family projects located in Downtown and BelRed. The magnitude and extended 9-year duration of the current peak, coupled with challenges filling vacant positions, created the need to outplace some permit review work to consultants. The competitive job market is presenting a challenge to filling positions, and recruitment efforts are ongoing, but consultants continue to be an important element in managing development services workload.

Development cycles generate peaks and valleys in permitting activity and associated workload in Development Services. To manage through the cycles, staff use a combination of resource options: regular employees (FTE's) for ongoing baseline work, limited term employees (LTE's) when projections show a more sustained increase in permitting, and private consultants to address short-term spikes or to bring in technical expertise that is not available internally. These flexible resource options are critical in efforts to achieve the key objective of delivering high quality, fast, and predictable services.

Development Services currently holds Professional Services Contracts with fifteen consulting firms for plan review services of structural, seismic peer review, fire protection, residential, geotechnical, mechanical, and electrical systems.

The term of the proposed Professional Services Contract is set for a maximum of five years with the not-to-exceed amount based on the size of the firm, the technical nature of the services they can provide, and the anticipated need for their services.

This Professional Services Contract will continue to provide the option to outplace mechanical plan

review services for commercial projects during this period when workload exceeds the capacity of “in-house review.” Permit fees will cover the full cost of services provided under this agreement. Staff will bring forward to Council additional agreements for firms that meet Development Services resource needs.

POLICY & FISCAL IMPACTS

Policy Impact

A lack of available plan review consultants would slow permit application timelines.

Fiscal Impact

The contracted amount of \$300,000 for plan review is funded through review fees paid by the permit applicant, so there is negligible fiscal impact.

OPTIONS

1. Adopt the Resolution authorizing execution of a five-year Professional Services Contract with Hargis Engineers for mechanical plan review services in an amount not to exceed a contract total of \$300,000, plus all applicable taxes, for all services performed and expenses incurred under this Contract.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS

Proposed Resolution No. 10111

AVAILABLE IN COUNCIL LIBRARY

Hargis Engineers Professional Services Contract