

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH TRUE NORTH COMPLIANCE, INC. IN AN AMOUNT NOT TO EXCEED \$285,000 AND WEST COST CODE CONSULTANTS, INC. IN THE AMOUNT NOT TO EXCEED \$450,000 TO PERFORM OFF-SITE PLAN REVIEW SERVICES**

**WHEREAS**, the Community and Economic Development Department has utilized professional services consultants on an as-needed basis for building services. The Building Division provides public services such as building inspection, permit assistance, permit processing, plan review, and public service counter assistance; and

**WHEREAS**, the City issued a Request for Proposals on March 2021 for Public Works, Building, and Planning for on-call development services and based on the qualifications submitted staff has selected CSG Consultants, Inc. (CSG), True North Compliance Services, Inc. (True North), and West Coast Code Consultants, Inc. ("WC3") as the most qualified firms to provide on an as-needed basis for building services.; and

**WHEREAS**, the total agreement valuation amount for both agreements \$735,000 and is budgeted in Building Division's Professional Services expenditure account, which was approved by the City Council with the first quarter FY2022-23 budget amendments on November 8th, 2022; and

**WHEREAS**, the City will be assessing the demand for services performed through outside firms and reallocate the agreement budget for Fiscal Year 2023-2024.

**NOW, THEREFORE, BE IT RESOLVED**, that the San Bruno City Council hereby authorizes the City Manager to execute an agreement with True North Compliance, Inc. in an amount not to exceed \$285,000 and West Coast Code Consultants, Inc. in the amount not to exceed \$450,000 to perform off-site building permit plan review services

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I hereby certify that foregoing **Resolution No. \_\_\_\_\_**  
was adopted by the San Bruno City Council at a regular meeting on  
\_\_\_\_\_, by the following vote:

AYES:           Councilmembers:

NOES:           Councilmembers:

ABSENT:        Councilmembers:

ATTEST:

\_\_\_\_\_  
Lupita Huerta  
City Clerk