



## COMMUNITY DEVELOPMENT DEPARTMENT

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### CITY COUNCIL STAFF REPORT

Meeting: February 4, 2020

#### Subject

Award of Construction Inspection Services, Plan Review Services, and Public Works Inspection Services contracts for the Vallco Town Center SB35 project.

#### Recommended Action:

1. Authorize the City Manager to award a 3-year contract to 4LEAF, Inc. to provide Construction Inspection Services and Public Works Inspection Services for a not to exceed contract price of \$7,407,710 for the Vallco SB35 project.
2. Authorize the City Manager to award a 3-year contract to CSG Consultants, Inc., for a not to exceed contract price of \$1,150,000 for plan review services the Vallco SB35 project.
3. Authorize the City Manager to award a 3-year contract to Independent Code Consulting, Inc. for a not to exceed contract price of \$13,500,000 for plan review services for the Vallco SB35 project.

#### Discussion:

The Vallco SB35 project has a magnitude and scale that is beyond the City's traditional in-house plan review and inspection services. Due to its size, the regulatory review process will follow existing processes established for similar large construction projects utilizing 3<sup>rd</sup> party plan check and inspection firms. The building permit applications will be divided into a number of smaller packages, some design-build and some through traditional application packages. This will lead to a more complex review process, with additional drawings and calculations submitted separately by the project Architect and Engineers of Record and reviewed as Deferred Submittals. Deferred Submittals are designs of systems that are typically developed during construction due to the requirement to field verify actual measurements. These applications are submitted separately for review and approval. Examples of deferred submittals include fabricated stairways, roof trusses, plumbing systems, mechanical systems, electrical systems, etc. If not

managed properly and provided the proper amount of oversight, scheduling challenges, project delays, and potential safety and inspection issues could result.

On March 11, 2019, the City of Cupertino posted a Request for Qualifications (RFQ) for professional firms to provide regulatory Construction Inspection Services, Plan Review Services, and Public Works Inspection Services for the Vallco SB35 project.

The selected consultant teams will work with the Building Official and/or City Engineer or their designee to build a strong partnership with the Developer and their teams to provide regulatory oversight and inspections to ensure all construction elements and systems are compliant with all governing rules and regulations. Aside from providing plan check and inspection services, the consultants will provide timely reporting back to the City with status updates of the project including outstanding issues that are required to be responded to.

The building inspection team will establish a line of communication with the City of Cupertino and others involved with the project, including the Architectural, Structural, and Civil design teams, Contractors, subcontractors, Special Inspection firms, and other Agencies having jurisdiction over the Project to ensure the construction meets or exceeds the minimum requirements of all governing rules and regulations which include, but are not limited to, the California Code of Regulations and the Cupertino Municipal Code. The construction inspection team will effectively and efficiently ensure that all work complies with the approved construction documents.

The Plan Review consultant firms will demonstrate a strategy to handle all types of plan review scenarios and its impact to the inspection phase of the project. Plan review services includes the review of Architectural, Structural, and Civil drawings submitted by the applicant for compliance with the approved project and provisions of all State and local laws and regulations which include, but not limited to, Fire and Life-Safety, Accessibility, Structural, Plumbing, Mechanical, Electrical, and Energy codes associated with all proposed on-site and off-site construction associated with the Vallco SB35 project.

On May 9, 2019, the city conducted interviews of all of the RFP applicants. As a result of the interviews, three consultant firms were chosen who best demonstrated the ability to provide the necessary numbers of qualified and experienced staff to perform the work identified in the RFQ.

The following is a summary of cost proposals provided by the selected firms. The Plan Review consultants will receive 65% of the calculated plan review while the

City will collect the remaining 35%. The Inspection firm will receive 75% of the calculated building permit fees while the City will collect the remaining 25%. The negotiated 75% is substantiated due to the additional administrative support services provided by the vendor which include, but are not limited to, inspection scheduling, reporting, project management, and document management.

Construction and PW Inspection Vendor	Total Contract Amount	75%	25%	Terms
4LEAF, Inc.	\$9,876,946.67	\$7,407,710	\$2,469,236.67	3 years

Plan Review Vendor	Total Contract Amount	65%	35%	Terms
CSG Consultants, Inc.	\$1,769,203.77	\$1,150,000	\$619,203.77	3 years
Independent Code Consultants, Inc.	\$20,769,230.77	\$13,500,000	\$7,269,230.77	3 years

#### **Sustainability Impact**

No sustainability impact.

#### **Fiscal Impact**

No fiscal impact. Consultant fees are paid through a percentage of the permit and plan check fees collected from the Developer. This item does not seek funds from the General Fund. Any costs that exceed the funds listed above would require further approval from City Council, and the funds would be provided by the project developer.

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Prepared by: Albert Salvador, Assistant Director of Community Development  
Reviewed by: Benjamin Fu, Director of Community Development  
Approved for Submission by: Deborah L. Feng, City Manager

#### **Attachments:**

- A – 4Leaf, Inc contract
- B – Independent Code Consultants, Inc
- C- CSG Consultants, Inc