



CITY OF MENIFEE

SUBJECT: Agreement Amendment with D. R. Bechter Consulting for Professional On-call Services for Construction Inspection

MEETING DATE: November 6, 2024

TO: Mayor and City Council

PREPARED BY: Kristen Jensen, Financial Analyst

REVIEWED BY: Nick Fidler, Public Works Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute Amendment No. 1 to the Master Agreement with D. R. Bechter Consulting for Construction Inspection Services, increasing the compensation by \$60,000, for a three-year total agreement amount not-to-exceed \$255,000; and
2. Authorize the Finance Department to issue individual purchase orders against the agreement.

DISCUSSION

The Public Works Engineering Division is responsible for the review and delivery of various development projects in a timely and cost-effective manner. The Public Works Construction Inspection Division works hand in hand with Engineering to ensure thorough inspection of development projects at all phases of construction. In order to do this, both divisions often utilize professional service agreements to support staff in processing more technical and specialized elements of project delivery. These on-call services include, but are not limited to, project review services for mapping, hydrological, traffic, and landscape plans, as well as construction inspection services.

On June 21, 2023, the City Council approved various Master Agreements for professional on-call services with firms previously established on an approved on-call Shortlist for Engineering. D. R. Bechter Consulting (DR Bechter) is one of the shortlist firms initially designated to provide on-call construction inspection for the divisions.

A Master Agreement for On-Call Construction Inspection Services (“Agreement”) was initially established with DR Bechter for a three-year contract term from July 1, 2023, through June 30, 2026, and for a total agreement not-to-exceed amount of \$195,000. DR Bechter’s services are used on an as-needed basis and are critical in supporting after-hour and planned night work

inspection, and for projects that require complex inspection services. Due to the continued, and increasing, volume of development activities, utility agency projects, and capital improvement projects requiring staff inspections, the original Agreement not-to-exceed amount of \$195,000 is expected to be exhausted as of January 2025.

Construction inspection services are a key factor in ensuring that development project work is constructed per plan, meets City standards, and results in safe improvements for public use well into the future. While there are multiple firms approved as Shortlist service providers, DR Bechter has consistently been very responsive for construction inspection support needs. The proposed Amendment No. 1 (“Amendment”) would increase DR Bechter’s Agreement by \$60,000, to a total not-to-exceed limit of \$255,000 through June 2026. If approved, the Amendment would provide staff the opportunity to maintain continuity on development projects that are already being supported by DR Bechter’s services and would ensure capacity for additional construction inspection related services to be accessed into the future. All other terms of the Agreement would remain unchanged, as outlined in Table 1 below.

TABLE 1 – DR BECHTER’S MASTER AGREEMENT HISTORY

	Date approved	Amount	Contract Term
Original PSA	6/21/2023	\$195,000	6/30/2026
Amendment No. 1	PENDING	\$ 60,000	6/30/2026
	Total	\$255,000	

Pursuant to Menifee Municipal Code §3.12.090, amendments or change orders in the amount greater than 10% of the contract amount, or that exceed the City Manager’s signing authority, shall be approved by the City Council.

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

The fiscal impact of the proposed Amendment with DR Bechter is (not-to-exceed) \$255,000. Funding for the proposed Amendment is available within the Fiscal Year 2024/2025 budget, under professional services for Public Works Construction Inspection within the General Fund (1100-PWD-INSP-652825).

It is important to note that construction inspections services are fully recoverable as they would be offset by developer fees and deposits collected for the services. Purchase orders for these services would only be issued after confirmation of budget availability and only for amounts within the approved not-to-exceed Agreement compensation amounts. No additional budget appropriation actions would be required for approval of the proposed Amendment.

ATTACHMENTS

1. Amendment No. 1
2. Agreement