# **AGENDA WORKSHEET**

***Submit completed worksheet to:***

*Siskiyou County Clerk, 510 N Main St, Yreka, CA 96097*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **10 minutes** | **Meeting Date:** | **January 18, 2022** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Rick Dean** | **Phone:** | **841-2113** |
| **Address:** | **806 South Main Street** |
| **Person Appearing/Title:** | **Community Development Director** |
| **Subject/Summary of Issue:** |
| The Community Development Department, Building Division respectfully requests for consideration the approval of a contract for building plan check review services with Richard Friedman. As the Building Division is currently faced with challenges of maintaining timely service/ turn-around time for building project plan approvals and permit issuance to home owners and associated contractors. We are seeking approval to obtain additional assistance for plan check services. The proposed contract is for a duration of a two-year period January 2022 through June 30, 2024. This contract will not exceed the sum of 12,500 dollars for fiscal year 21/22, and $37,500 for fiscal years 22/23 through 23/24 and the total compensation for services rendered shall not exceed a total of $50,000 dollars for the full term of the contract. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*  |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below impact to the General fund of $50,000 dollars over a two-and-a-half-year period* |
| Amount: | $50,000 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 206020 | Description: | Building Division |
| Account: | 723000 |  | Description: | Prof/Special Service |  |
| Activity Code:  |  |  | Description: |  |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* Local Plan Check services highly recommended by the Cities of Yreka, Mt. Shasta, Weed. Ve |
|       |
| Additional Information: | FY 21/22 NTE $12,500 and FY 22/23 through 23/24 NTE $37,500.00 |
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| **Recommended Motion:** |
| Recommend that the Board of Supervisors approve and authorize the Chair to sign the Contract for Services between the County of Siskiyou (Community Development Department) and Richard Friedman for plan checking services. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |
| *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |
|  |  |
| Personnel |       | *Other:* |       |
| CAO |       |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 12:00 p.m. on the Wednesday prior to the Board Meeting.*** Revised 1/15/15