

RESOLUTION 2026-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE A TWO-YEAR CONSULTING SERVICES AGREEMENT WITH BUREAU VERITAS NORTH AMERICA, INC. IN AN AMOUNT NOT TO EXCEED \$75,000 PER FISCAL YEAR, FOR A TOTAL AMOUNT NOT TO EXCEED \$150,000 OVER THE TERM OF THE AGREEMENT, FOR ON-CALL PLAN CHECK, PLAN REVIEW, INSPECTION, PERMIT PROCESSING AND RELATED SERVICES

WHEREAS, enhancing the Residential Health and Safety Program is a City Council Priority contained in the adopted FY 2026-27 City Council Priority Workplan, effective April 7, 2025;

WHEREAS, the City has a need for continued plan check, inspection, plat review, permit processing, and other related services to be provided on an “on-call” basis for various permit, inspection and plan check applications and private development-related projects due to an ongoing high level of development activity;

WHEREAS, the firm of Bureau Veritas North America, Inc. (BV) has demonstrated a high level of competence in working with the City’s Community Development Department and is familiar with the San Pablo community and building environment and has the professional qualifications necessary for the satisfactory performance of services required and has submitted a cost proposal that is competitive with the cost of services from similar firms;

WHEREAS, staff proposes entering into a two-year Consulting Services Agreement (Agreement) with Bureau Veritas North America, Inc. for services outlined in the attached scope of work, in an amount not to exceed Seventy-Five Thousand Dollars (\$75,000) per Fiscal Year, for a total amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000) over the term of the Agreement;

WHEREAS, funding for the first year of the Agreement is already budgeted in the City Council FY 2026-27 budget within the Community Development Department Professional Services line item in account code 212-1755-43600;

WHEREAS, funding for year two of the Agreement is subject to funding availability;

WHEREAS, staff requests this agreement be exempted from formal City bidding requirements per San Pablo Municipal Code section 3.16.110(A) which states that contracts involving the acquisition of professional or specialized services, such as but not limited to services rendered by architects, attorneys, engineers, accountants and other classes where the City must depend upon the skill, integrity, judgment and ability of the service, are exempted from formal and informal contracting requirements; and

WHEREAS, the engagement of an on-call inspection, plan check, and permit technician consultant is not a “project” as defined by CEQA. Specifically, CEQA

Guidelines Section 15378 states that “project” does not include the creation of government funding mechanisms or other governmental fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby authorizes the City Manager to enter into a two-year Consulting Services Agreement (Agreement) with Bureau Veritas North America, Inc. for services outlined in the attached scope of work, in an amount not to exceed \$75,000 per Fiscal Year, for a total amount not to exceed \$150,000 over the term of the Agreement; and

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are included herein by reference as findings.

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ADOPTED this 15th day of June 2026, by the following votes:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Mayor