



Request for Proposals (RFP) for On-Call Standard and Expedited Building, Fire Plan Check and Inspection Services (21-RFP-CDD-453)

ADDENDUM #2: Responses to RFP Questions

1. Does the city currently use a computerized plan submission/review system? If so, what software do you utilize?

The City is in the process of implementing new EnerGov Land Management System software from Tyler Technologies that will be the primary software to conduct all permitting and development activities. The software is scheduled to go live by November of 2021. In the interim, the City currently utilizes electronic plan submittal and communication through email. The electronic plan review process is completed using Adobe or Blue Beam and is also communicated using email and file share.

2. What mix of residential and commercial projects is the City anticipating during the contract term?

The City anticipates seeing primarily residential development with the final buildout of the Glen Loma Specific Plan and Hecker Pass Specific Plan, as well as infill, multi-family projects such as the 120-unit affordable apartments at First and Kern Street and the 78-unit mixed use development at 8955 Monterey Road. Major commercial and industrial development is expected to occur in remaining zoned land east of and along the Highway 101 corridor.

3. Is there a set aside for minority-owned companies for this RFP?

The City does not have such a set aside. Per [Section 7.3 of the City's Purchasing Policy](#), it is the policy of the City to ensure minority, disabled, women, and local small businesses have an equitable opportunity to access and participate in City procurements.

4. Does the city currently use a consultant for these services? If so, who is the current consultant?

The City uses a slate of consultants for these services. They are as follows:

- **CSG Consultants, Inc.**
- **4Leaf, Inc.**
- **Bureau Veritas**
- **TRB + Associates**
- **West Coast Code Consultants, Inc.**

5. How many inspections per day do you anticipate needing from the consultant? Or any other metric of volume that would provide us with the ability to meet staffing requirements.

The City anticipates that our inspection consultant would have 5-6 inspection stops in the morning and 4-5 inspection stops in the afternoon. In April of 2021, 841 inspections were performed by our three building inspectors.

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