



CITY OF FERNLEY

CITY COUNCIL AGENDA REPORT

Meeting Date: July 21, 2021

REPORT TO: Mayor and City Council
REPORT THRU: Daphne Hooper, City Manager
REPORT FROM: Michael Toombs, Deputy City Manager
REVIEWED BY: Brandi Jensen, City Attorney
REVIEWED BY: Denise Lewis, City Treasurer

FINANCIAL IMPACT:

Yes: No:

CURRENTLY BUDGETED:

Yes: No:

FUND/ACCOUNT:

100-605

ACTION REQUESTED: Consent Ordinance Resolution Motion Receive/File

AGENDA ITEM: Staff Report (For Possible Action): Approval of contract with Farr West Engineering to conduct plan check reviews and building inspections in an amount not to exceed \$80,000 for FY2021-2022.

Agenda Item Brief: The proposed contract for Farr West Engineering provides for the review of residential and commercial building plans, and for inspections where current staff is not certified to conduct or require additional capacity.

Recommended Motion: "I move to approve the contract related to plan check reviews and building inspections to Farr West in an amount not to exceed \$80,000.00 for FY 2021-2022."

Business Impact (per NRS Chapter 237):

- A Business Impact Statement is Attached.
- A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

- The Council may disapprove the contract request and provide direction to the staff on processing building permit plan reviews and inspections.
- The Council may request additional information.

BACKGROUND:

- The city's Building Official officially retired on June 30, 2021, leaving the city without an employee certified to conduct plan reviews of complex industrial/commercial applications.
- In the interim, the city requires assistance to review plans and perform commercial/industrial inspections.
- The contract will be for one-year and will be reviewed periodically to ensure the city's needs are met.
- The contract will remain in place until a Building Official has been hired.

Farr West Engineering has supported the city in past projects to include plan check review, building inspections, and engineering services.

The proposed contract for Farr West Engineering provides for plan review and building inspections at a flat rate and includes mileage.

A contract for Professional Services does not require going out to bid per NRS 332.115.

Per NRS 278.575 allows the "governing body of a city or county which, pursuant to NRS 278.570, appoint a building official may establish a program to allow independent contractors who comply with the requirements for certification and continuing education established pursuant to NRS 278.577 to review plans for and inspect buildings on behalf of the building official.

The city will continue to recruit for a permanent Building Official.

LEGAL IMPLICATIONS:

NRS 278

NRS 332.115

FINANCIAL IMPLICATIONS:

Funding will be paid out of Professional Services in the Building Department's budget. This cost will be offset by salary savings from the vacant position.

ATTACHMENTS:**CONTRACT**

Attachment A – Scope of Work

Attachment B – Fee Schedule