



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Betsy Dirks  
District No. 1

Kollin Kosmicki  
District No. 2  
Vice Chair

Peter Hernandez  
District No. 3  
Chair

Bob Tiffany  
District No. 4

Bea Gonzales  
District No. 5

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**Item Number: 4.33**

**MEETING DATE:** 12/13/2022

**DEPARTMENT:** RESOURCE MANAGEMENT AGENCY

**AGENDA ITEM PREPARER:** Steve Loupe

**DEPT HEAD/DIRECTOR:** Steve Loupe

**SUBJECT:**

**RESOURCE MANAGEMENT AGENCY- S. LOUPE, ASSISTANT DIRECTOR PUBLIC WORKS**

Approve the contract amendment with 4Leaf Construction Management to perform inspection services in the amount not to exceed \$157,000.00 and to extend the contract duration to expire on December 31, 2023.

SBC FILE NUMBER: 105

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

On January 2, 2022, the County entered into a contract with 4Leaf Inc. to provide inspection services for the RMA - Public Works Division through December 31, 2022. While the County RMA doesn't have a regular Public Works Inspector employee, the County needs to continue the services from 4Leaf Inc. to keep up with project inspections. Contractor will provide project inspections on the on-going Public Works projects to verify compliance with approved plans and specifications, project's conditions of approval, provisions of the San Benito County Codes and Ordinances, and ensure project completion throughout various stages of construction. Contractor will provide inspections within one (1) working day of request, certify inspections in writing, and provide inspection reports to the County Engineer or designee.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

Yes

**CONTRACT AND RFP HISTORY:**

On January 2, 2022, the County entered into a contract with 4Leaf Inc. to provide inspection services for the RMA - Public Works Division through December 31, 2022. While the County RMA doesn't have a regular Public Works Inspector employee, the County needs to continue the services from 4Leaf Inc. to keep up with project inspections. Contractor will provide project inspections on the on-going Public Works projects to verify compliance with approved plans and specifications, project's conditions of approval, provisions of the San Benito County Codes and Ordinances, and ensure project completion throughout various stages of construction. Contractor will provide inspections within one (1) working day of request, certify inspections in writing, and provide inspection reports to the County Engineer or designee.

This first contract amendment will extend the duration of the contract to be December 31, 2023. The additional budget being requested for the next twelve months, and for this first amendment, is \$157,000.

**LAST CONTRACT AMOUNT OR N/A:**

\$351,320.00

**STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:**

This is the first amendment.

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

No

**STRATEGIC PLAN GOALS: 3. Technology**

No

**STRATEGIC PLAN GOALS: 4. Community Engagement**

No

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

Yes

**BUDGETED:**

Yes

**BUDGET ADJUSTMENT NEEDED:**

No

**SOURCE OF FUNDING:**

General Fund

**UNFUNDED MANDATE:**

N/A

**SBC BUDGET LINE ITEM NUMBER:**

101.70.1285.1000.619.222 (dvlpr consultants), 101.75.1265.1000.619.222 (planning consultants)

**CURRENT FY COST:**

\$157,000.00; cost largely recovered by developer reimbursements

**STAFF RECOMMENDATION:**

Staff respectfully recommends that the Board:

Approve the contract amendment with 4Leaf, Inc. to perform inspection services in the amount not to exceed \$157,000.00, for a total contract amount not to exceed \$508,320.00, and to extend the contract duration to expire on December 31, 2023, and authorize the Board Chair to sign it.

**ATTACHMENTS:**

[Amended Contract](#)