

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH BUREAU VERITAS NORTH AMERICA, INC. RELATED TO PLAN CHECK AND INSPECTION SERVICES PROVIDED BY THE COMMUNITY DEVELOPMENT DEPARTMENT – BUILDING DIVISION**

WHEREAS, the Community Development Department – Building Division requires the services of a qualified outside consultant to perform plan check and inspection services for major construction projects that exceed the capacity of in-house staff; and

WHEREAS, the Community Development Department – Building Division sought proposals from qualified firms to provide outside plan check and inspection services to supplement the services provided by in-house staff; and

WHEREAS, the Community Development Department – Building Division has selected Bureau Veritas North America, Inc. as qualified to provide the necessary services to the City; and

WHEREAS, an agreement has been prepared incorporating the scope of work and estimated costs associated with the services; and

WHEREAS, the service agreement shall be effective through June 30, 2024, with options to renew for two additional one-year terms; and

WHEREAS, all costs for plan check and permit fees are passed through to project proponents.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED:

1. The City Manager is authorized and directed to enter into a Professional Services Agreement with Bureau Veritas North America, Inc. for plan check and inspection services, as stated in the scope of work attached to the agreement.
2. The City Clerk is directed to attest to the signature of the City Manager upon execution of the Professional Services Agreement.

---

Ann O'Brien Keighran, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, certify that the foregoing resolution was introduced at a regular meeting of the City Council, held on the 7<sup>th</sup> day of June, 2021, and was adopted thereafter by the following vote:

AYES: COUNCILMEMBERS:  
NAYES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:

---

Meaghan Hassel-Shearer, City Clerk