

PURCHASING AND LICENSING COMMITTEE

09-0626R

RESOLUTION AUTHORIZING CITY OFFICIALS TO ENTER INTO AN AGREEMENT WITH PLOVER GROUP, INC., FOR PROFESSIONAL PROJECT MANAGER SERVICES RELATED TO THE DEVELOPMENT AND IMPLEMENTATION OF THE ONE-STOP-SHOP PROJECT THROUGH THE CREATION OF A NEW DEPARTMENT CONTAINING PLANNING, LAND USE, AND CONSTRUCTION PERMITTING AND SERVICES FOR AN AMOUNT NOT TO EXCEED \$30,000.

CITY PROPOSAL:

RESOLVED, that the proper city officials are hereby authorized to enter into an agreement with Plover Group, Inc., for professional project manager services related to the development and implementation of the one-stop-shop project for the city administration's combination of planning and land use functions and construction permitting and services within a new department for an amount not to exceed \$30,000, payable from General Fund 110, Department/Agency 700, Organization 1407, Object 5441; said agreement to be substantially in the form of Public Document No. _____ on file in the office of the city clerk.

Approved:

Approved for presentation to council:

Department Director
Purchasing Agent ____

Chief Administrative Officer

Approved as to form:

Approved:

Attorney

Auditor

ADMIN/PURCH DM;DS:le 10/8/2009

STATEMENT OF PURPOSE: This resolution authorizes a professional services agreement with Plover Group, Inc., for project manager services related to the development and implementation of a "one-stop-shop project" for an amount not to exceed \$30,000 payable from the general fund.

The one-stop shop concept will be embodied in a new department tentatively called planning and construction services. The concept involves combining planning and the functions ascribed below encompassing the land use and construction services relating to permitting and approvals into a single department. The anticipated benefit is in providing a more efficient, transparent, consistent and customer-focused process to citizens and developers working to complete development and building projects within the city.

In April 24, 2009, the mayor and then Chief Administrative Officer Mark Winson detailed the concept and composition of the one-stop shop. The new planning and construction services department would encompass the main planning, land use and construction permitting functions within the city and include the following:

- (a) Building safety division, excluding the housing and code activities to be moved to the fire hall;
- (b) Planning division;
- (c) Engineering, in some part, consisting of the individuals involved in land development.

Plover Group, Inc., is located in Coronado, California.

Requisition No. 09-0573