



## CITY OF GARDEN GROVE OFFICE OF THE CITY CLERK

*Safeguard all official records of the City.  
Conduct municipal elections and oversee legislative administration.  
Provide reliable, accurate, and timely information to the  
City Council, staff, and the general public.*

August 23, 2022

The Code Group, Inc.  
dba VCA Code  
1845 W. Orangewood Avenue, Suite 210  
Orange, CA 92868

Attention: Bob Heinrich & Janet Boydell

Enclosed is a copy of Amendment No. 2 to the Agreement by and between the City of Garden Grove and VCA Code, to provide to provide on-call building plan review, and/or contractual services as needed.

Sincerely,

Teresa Pomeroy, CMC  
City Clerk

By: Liz Vasquez  
Deputy City Clerk

Enclosures

c: Finance Department/Purchasing  
Community and Economic Development

**Steve Jones**

Mayor

**Diedre Thu-Ha Nguyen**

Mayor Pro Tem - District 3

**George S. Brietigam**

Council Member - District 1

**John R. O'Neill**

Council Member - District 2

**Patrick Phat Bui**

Council Member - District 4

**Stephanie Klopfenstein**

Council Member - District 5

**Kim Bernice Nguyen**

Council Member - District 6

## CITY OF GARDEN GROVE

### AMENDMENT NO. 2

This Amendment No. **2** is made and entered into this 22 day of August, 2022 by and between the **CITY OF GARDEN GROVE**, hereinafter referred to as "CITY", and **The Code Group, Inc. dba VCA Code** hereinafter referred to as "CONTRACTOR".

WHEREAS, CONTRACTOR and CITY entered into Contract No. B220209, dated **September 28, 2021** for On-Call Building Plan Review and/or Contractual Services, as needed (the "Existing Contract").

WHEREAS, CONTRACTOR and CITY desire to amend the Existing Contract as provided herein.

Now, therefore, it is mutually agreed, by and between the parties as follows:

Section 1.0, TERM AND TERMINATION of the Existing Contract, shall be amended as follows:

This Amendment No. **2** hereby extends the performance period to cover services rendered from **November 9, 2022 through June 30, 2023**.

Section 3.0., COMPENSATION - shall be amended as follows:

Contractor shall be compensated in accordance with the Rate and Services Structure set forth in Exhibit "A" attached herewith and made a part hereof. The new amended price under this agreement is **\$250,000.00** per year. In no event shall the total compensation for the extended performance period exceed the total amount of **\$250,000.00** per year.

Except as expressly amended hereby, all of the terms and conditions in the Existing Contract remain in full force and effect as originally executed.

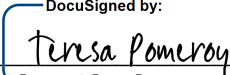
IN WITNESS WHEREOF, the parties have caused this Amendment No. **2** to the Existing Contract to be executed by their respective officers duly authorized on the date first written above.

Date: 8/22/2022

**"CITY"**  
**CITY OF GARDEN GROVE**

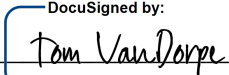
By:   
**City Manager**

**ATTESTED:**

  
**City Clerk**

Date: 8/22/2022

**"CONTRACTOR"**  
**The Code Group, Inc. dba VCA Code**

By:   
**Tom VanDorpe**

Title: CEO

Date: 8/17/2022

If CONTRACTOR is a corporation, a Corporate Resolution and/or Corporate Seal are required. If a partnership, Statement of Partnership must be submitted to CITY.

**APPROVED AS TO FORM:**

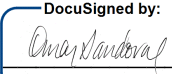
  
**Garden Grove City Attorney**



Exhibit "A"

RATE AND SERVICES STRUCTURE



## VCA Rate and Service Structure

VCA proposes a compensation structure that is mutually beneficial to the City and VCA Code. It is our intent to provide a high level of service to the City by providing the plan check and staff augmentation services in a timely manner and at sufficient levels to serve the community.

Below is a table of plan check fees and proposed turn-around times, as well as an Hourly Fee Schedule for various staff functions. We are flexible and open to discussing this fee structure with the City.

Valuation	VCA % of Plan Check
Up to \$1 Million	70%
\$1 Million to \$10 Million	60%
\$10+ Million to \$50 Million	50%
\$50+ Million to \$200 Million	40%
\$200+ Million +	35%

**Turn-around times = in Working Days. All plan reviews include three plan checks**

Type of Job	Initial Review	2 <sup>nd</sup> Review	3 <sup>rd</sup> Review
<b>Residential</b>			
• New Single Family dwelling	10 days	7 days	5 days
• Residential Addition, remodel, and/or accessory building	10 days	7 days	5 days
• New duplex dwelling (>9 units)	15 days	10 days	5 days
• 2 to 8 Unit dwelling	10 days	7 days	5 days
<b>Non-Residential</b>			
• New commercial/industrial buildings (Depends on valuation/size)	15 days	10 days	5 days
• Tenant Improvements	10 days	7 days	5 days
• Major Tenant Improvements >\$500K valuation	15 days	10 days	5 days
<b>Revisions – Hourly rate \$115.00</b>	7 days	5 days	5 days
Fire Code-related Building Plan review	10 days	5 days	5 days
Expedited Plans (1/2 time, and depends on project) ** (VCA offers a new Program that allows the City to keep a majority of the PC fee – call us for details)	7days	5 days	5 days
<b>Notes:</b> <ol style="list-style-type: none"> <li>1. VCA will arrange pick-up and delivery of plans at no additional fee to the City.</li> <li>2. Turnaround times indicated are based on general experience with similar scopes.</li> <li>3. Projects with unique or unusual characteristics may be individually negotiated.</li> <li>4. All plan checks are included in the initial percentage fee rate.</li> <li>5. The minimum charge for any plan check is \$230.00.</li> </ol>			



## VCA Fee Structure – Hourly Rates

Contract Staffing Functions (DOE/Certs)	Hourly Rate
Plan Check Engineer assigned to work at the City	\$130.00 to \$145.00
ICC Certified Plans Examiner assigned to work at City	\$115.00 to \$130.00
ICC Sr. Building Inspector	\$85.00 to \$100.00
ICC Combination Inspector	\$85.00 to \$100.00
ICC Electrical Inspector	\$90.00 to \$105.00
ICC Building Inspector I / Mechanical / Plumbing Insp.	\$80.00 to \$90.00
Grading Inspector / Soils Inspector	\$95.00 to \$115.00
CASp Services (Inspection and plan review)	\$145.00 to \$155.00
ICC Certified Permit Technician	\$65.00 to \$75.00
CALGreen Inspector / Manager Services	\$105.00 / \$135.00
Code Enforcement Officer / Code Enforcement Supr.	\$75.00 to \$95.00
City Planner / Project Manager / Planning Manager	\$175.00 to \$195.00
Senior Planner / Principal Planner	\$145.00 to \$165.00
Zoning Administrator	\$125.00 to \$145.00
Associate Planner	\$105.00 to \$135.00
Assistant Planner/Counter Services	\$90.00 to \$105.00
Planning Technician/Assistant	\$70.00 to \$85.00
Administrative Personnel	\$55.00 to \$65.00
Meetings / Client Consultation at City Hall (Principal/CBO/Sr. Management)	\$145.00 to \$195.00
Building Official	\$145.00 to \$175.00
VCA charges current IRS mileage rates for VCA staff driving to / from job sites.	
Overtime rates are 1.5x the hourly rate	





## City of Garden Grove Compliance Summary Report

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage
V02748	VCA CONSULTANTS, INC.	Compliant					
		A++g , XV	Travelers Property Casualty Company of America	BA9P831412	7/1/2022	7/1/2023	Auto Liability
		A++g , XV	Travelers Property Casualty Company of America	CUP1R295206	7/1/2022	7/1/2023	Excess Liability
		A++g , XV	Travelers Property Casualty Company of America	6801r291569	7/1/2022	7/1/2023	General Liability
		A+g , XV	Interstate Fire & Casualty Company	USF00847422	7/1/2022	7/1/2023	Professional Liability
		A+p , XV	Twin City Fire Insurance Company	72wegam3jxv	7/1/2022	7/1/2023	Workers Comp

**Risk Profile :** Professional Services/Consulting Medium Risk

**Required Additional Insured :** City of Garden Grove, its officers, officials, agents, employees and volunteers