

DEPARTMENT: Building

BY: Dennis Wister  
PHONE: 209-966-3934

**RECOMMENDED ACTION AND JUSTIFICATION:**

Amend the Professional Service Agreement with NAFFA INTERNATIONAL, INC. to allow for additional plan checks to be done. The existing agreement with NAFFA did not require board approval due to the amount of the contract. Due to unforeseen time required for the hiring of the Department Head and additional plan checks received the agreement needs to be amended. Also approve budget action transferring funds within the Building Department budget to cover agreement amount. (\$11,000)

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

In the past, the Board of Supervisors has taken all necessary measures to ensure that the Building Department could adequately fulfill its mission when faced with operational challenges. With the current fiscal challenges and employee reduction in the Department, the majority of plan checks have to be sent out to be completed. The original agreement did not require Board approval as the contract amount was \$9,000.00. Costs were not anticipated to exceed the original amount in the contract. However, additional plans have come in and the Building Director position is still vacant. When that position is filled, it is expected that the Director will be able to complete the plan checks, as time allows.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Alternative: No additional monies for payment for work already done.  
Consequences of Negative Action: The Building Department would be unable to complete plan checks as required, and unable to pay for work completed.

Financial Impact? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Partially Funded		
Amount in Budget: \$ 927		List Attachments, number pages consecutively
Additional Funding Needed: \$ 11,000		
Source:		
Internal Transfer <input checked="" type="checkbox"/>		Amendment 1
Unanticipated Revenue _____ 4/5's vote		Budget Action
Transfer Between Funds _____ 4/5's vote		
Contingency _____ 4/5's vote		
( ) General ( ) Other		

**CLERK'S USE ONLY:**

Res. No.: 10-24 Ord. No. \_\_\_\_\_  
 Vote - Ayes: 5 Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Approved  
 Minute Order Attached  No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_  
Attest: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California

By: \_\_\_\_\_  
Deputy

**COUNTY ADMINISTRATIVE OFFICER:**

Requested Action Recommended  
 No Opinion  
 Comments:

CAO: *[Signature]*

