



AGENDA ACTION ITEM

DATE: 2025-07-14
TO: Board of County Commissioners
FROM: Wendy Koch, Building Official
ITEM TITLE: **Action Item - SOQ review and next steps**

Summary:

This item is for the BoCC to consider responses to the Request for Qualifications (RFQ) for Supplemental Building services through Public Private Partnerships.

The Building Department received three responses, Statements of Qualifications (SOQs). The three SOQs have been reviewed by staff; a summary of the reviews is also attached with a recommendation. Staff is requesting permission to proceed with discussions and contract negotiations with one of the three firms.

Sponsor's & Benefactors:

This process was initiated by a request from the Board of County Commissioners (BoCC) to research potential means of reducing processing time for building permit applications. It appears that the services offered by the three firms will not cover all the required reviews. This means that the overall timeline for building permit application review will likely not be reduced. There may be a potential to utilize outside services so that staff can redistribute responsibilities to streamline other processes within the department.

There is no contract yet so nothing has been sent to legal for review.

Fiscal Impact:

The fiscal impact is unknown at this time. Fee information from each of the three firms is included in the summary provided.

Attachments:

SAFEbuilt SOQ
Shums Coda Associates SOQ
WC³ – West Coast Consultants SOQ
Staff Review Summary and Comments

SUGGESTED MOTION:

Move to approve the Building Department to proceed with discussions and contract negotiation for outside services with Shums Coda Associates.