

**CITY OF TEMECULA
AGENDA REPORT**

TO: City Manager/City Council

FROM: John Crater, Division Chief

DATE: August 11, 2026

SUBJECT: Approve New Agreement with Proactive Fire Design & Consulting, Inc. for Fire Department Plan Review Services for Fiscal Year 2026-27

PREPARED BY: Tyren Hundley, Senior Management Analyst

RECOMMENDATION: That the City Council approve a one-year agreement (with the option to renew an additional three years) with Proactive Fire Design & Consulting, Inc. for Fire Department plan review services, in an amount not to exceed \$120,000 for Fiscal Year 2026-27 and \$480,000 over the potential four-year term.

BACKGROUND: As the amount of plan review and inspection workload has increased the need for a fire protection consulting company is necessary to maintain the City's turnaround times and level of service. For many years the City has utilized consulting firms to perform this task, the plan review service is utilized on an as needed basis when the staff experiences an increased level of applications and inspections.

FISCAL IMPACT: Adequate funds are available in the approved Fiscal Year 2026-27 operating budget. Funds for the remaining three years will be adequately appropriated with the Fire Department operating budget. Cost of the service is offset by the revenue received for each plan review performed by the consultant.

ATTACHMENTS: Agreement