

Date: November 14, 2022
Amount: \$60,000.00
Account Number: 5410-1410

EXPLANATION TO COUNCIL BILL

ORIGINATING DEPARTMENT: Planning & Community Development

PURPOSE: To execute an agreement with GBA and authorize an amendment to the General Fund, Building Development Budget, in an amount not to exceed \$60,000.00 to perform commercial plan review and inspection services.

REMARKS: Due to recent vacancies in the Building Division and difficulty with filling vacancies, staff are currently relying on an outside Code Consultant to assist with commercial plan review. The City recently solicited proposals from qualified firms who provide commercial plan review services. Through this process, GBA was selected as the preferred firm based on their ability to perform plan review in an efficient manner and also assist the City with inspection of projects as well.

The City is currently advertising to fill a vacant Chief Building Official position and the upcoming retirement of an existing Construction Inspector. In addition, another Building Inspector is currently serving in the military and is expected to be absent for 6 months, leaving the City with only one Building Inspector on staff. An agreement with GBA would provide support to the City in reviewing commercial plans with adopted building codes to ensure life safety requirements are met. If the outside review process works efficiently, the City may consider altering current staff levels to utilize services as needed.

The funding of the GBA Agreement will be provided through salary savings from the vacant building division positions and will not be an additional cost to the City.

THIS ORDINANCE HAS BEEN CERTIFIED THAT THE FOREGOING CONTRACT OR ORDER IS WITHIN THE PURPOSE OF THE APPROPRIATION TO WHICH IT IS TO BE CHARGED, AND THAT THERE IS AN UNENCUMBERED BALANCE TO THE CREDIT OF SUCH APPROPRIATION SUFFICIENT TO PAY THEREFORE.