



Legislation Text

File #: 15-0024, **Version:** 1

Resolution to Approve Amendment No. 1 to Professional Service Agreement with Carlisle/Wortman Associates, Inc. for Plan Review and Building Official Services and Appropriate Necessary Funding
(8 Votes Required)

The City's Building Official has been unavailable since early December 2014 and has recently submitted his resignation. To provide uninterrupted service to customers the City contracted with Carlisle/Wortman to provide Building Official and plan review services for an amount not to exceed \$25,000 on December 10, 2014.

Carlisle/Wortman principal office is located in Ann Arbor and the Firm has the expertise and trained and licensed staff to provide all required services at the present time. Carlisle/Wortman provides building code services to a number of other municipal clients.

There is and will be a continued need for Carlisle/Wortman's services beyond the initial anticipated contracted hours of service. During the period of its current contract, Carlisle/Wortman has provided satisfactory services to the City. It is requested that Council approve an amendment to the professional services agreement in the amount of \$100,000 for continued Building Official and plan review services to be funded from the Construction Code Fund. You are also requested to amend the FY15 budget for Construction Code Fund by \$200,000. The Construction Code Fund has sufficient fund balance.

Carlisle/Wortman complies with the requirements of the City's living wage ordinance.

Prepared by: Sumedh Bahl, Community Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The City needs uninterrupted building official and plan review services;

Whereas, The City contracted with Carlisle/Wortman Associates, Inc. (Carlisle/Wortman) to provide said services for an amount not to exceed \$25,000.00;

Whereas, The City's need for said services is on-going and will exceed the contracted amount of \$25,000.00;

Whereas, Carlisle/Wortman has performed the needed services to-date satisfactorily and complies with the requirements of City's living wage ordinance; and

Whereas, Funding is available but unbudgeted in the Construction Code Fund for the necessary additional services;

RESOLVED, That City Council approve Amendment No. 1 to the Agreement with Carlisle/Wortman for on-going building official and plan review services in the amount of \$100,000.00 [total contract amount as amended \$125,000.00];

RESOLVED, That Mayor and City Clerk are authorized and directed to execute Amendment No. 1 after approval as to substance by the City Administrator and approval as to form by the City Attorney;

RESOLVED, That City Council authorizes and directs the City Administrator, if necessary, to negotiate and approve further amendment of the Agreement for the same services subject to approval as to form by the City Attorney and available funding not to exceed an additional \$100,000.00; and

RESOLVED, That City Council amend the approved FY15 Construction Code Fund expenditure budget by \$200,000.00 effective with passage of this Resolution to be expended in accordance with the terms of the Carlisle/Wortman contract as it may be amended from time to time and without regard to fiscal year.