



Legislation Text

File #: 20-4148, **Version:** 1

ITEM: AUTHORIZATION TO AWARD CONTRACTS FOR PLANNING, ZONING AND BUILDING INSPECTION SERVICES

REQUEST: Authorization to award contracts for planning, zoning and building inspection services in the amount of approximately \$192,000.00 annually.

EXPLANATION: The Planning, Zoning and Building Department provides plan reviews for residential and commercial building applications and inspection services to include building, plumbing, electrical, and mechanical HVAC for structures in which permits have been issued. In an effort to maintain excellent customer service and be responsive to the Village residents' needs, outside inspectors may be required on an as-needed basis.

On October 30, 2020, the Village released ITB# 202103 seeking qualified firms to provide such services. On November 23, 2020, the Village received three (3) proposals meeting the required specifications:

Vendor	Local Status	Hourly Rates
C.A.P. Government, Inc.	Non-Local	\$75.00 - \$85.00
Nova Engineering & Environmental, LLC.	Non-Local	\$85.00 - \$127.50
M.T. Causley, LLC.	Non-Local	\$90.00 - \$142.50

Staff is seeking authorization to award a contract to C.A.P. Government, Inc. as the primary awardee, Nova Engineering & Environmental, LLC, as the secondary awardee, and M.T. Causley, LLC as the tertiary awardee as requested.

Awarded vendors will be compensated only for the time spent performing inspection services. The hourly rates proposed by each vendor are listed on the attached bid tabulation.

The initial term of the contract is for three (3) years from the date of award with the option to renew for two (2) additional, one (1) year period.

Prior year expenditures are \$191,210.00.

BUDGET AMENDMENT REQUIRED: NO

PUBLIC HEARING: NO **QUASI-JUDICIAL:**

FIRST READING: **SECOND READING:**

LEGAL SUFFICIENCY: YES

FISCAL IMPACT: Funds are allocated in the FY 2021 operating budget.

WELLINGTON FUNDAMENTAL: Responsive Government

RECOMMENDATION: Authorization to award contracts for planning, zoning and building inspection services in the amount of approximately \$192,000.00 annually.