

MEMORANDUM

TO: Donna Barron, City Manager

FROM: Jeremy Booker, Building Official

VIA: Chris McGinn, Director of Neighborhood & Inspection Services

DATE: February 17, 2020

SUBJECT: **Approval of a Professional Service Agreement with SAFEbuilt Texas, LLC, a Whole Subsidiary of SAFEbuilt, LLC, Loveland, Colorado, for Ongoing Backup Residential and Commercial Inspection Services, Ongoing Plan Review Services, and Ongoing Pool Inspection Services, in the Amount not to Exceed \$200,000 per Term and Authorization for the City Manager to Execute the Agreement.**

BACKGROUND

The City of Lewisville receives approximately 80-120 building inspection requests per day, which are normally completed by the four (4) Building Inspectors on staff assisted by the Chief Building Inspector. Recently, two (2) of the Building Inspector positions were vacated and filling those open positions with qualified personnel has been difficult. To meet the daily inspection demand without cancelling or rescheduling inspection requests, Staff used the services of a third-party inspection firm with which a service agreement was already in place. The City has spent approximately \$29,500 beginning the month of December 2019 with this firm.

A separate agreement was signed with SAFEbuilt, LLC, effective January 2, 2020, to provide up to 20 inspections per day at a flat rate with an hourly rate for any inspection requests above 20 per day. The previous agreement limited the total compensation to less than \$50,000.

ANALYSIS

Staff anticipates the total compensation between SAFEbuilt and the other inspection firm to exceed \$50,000, thereby requiring City Council approval to execute an agreement to allow SAFEbuilt to continue to provide inspection services.

SAFEbuilt is based in Loveland, Colorado, and has a regional office located in Fort Worth. SAFEbuilt performs building inspection services in 24 states and over 1,000 cities, including 44 cities in Texas. SAFEbuilt inspectors are fully certified in every trade in which they inspect, and Staff has had no concerns or issues with SAFEbuilt since they began providing inspection services in January.

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RECOMMENDATION

That the City Council approve the agreement as set forth in the caption above and authorize the City Manager to execute the agreement.