



Town of Cortland

Agenda Request

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☐ ORDINANCE ☐ INFORMATION ☒ OTHER

DATE PREPARED: 12/07/23

FOR MEETING ON: 12/11/23

DESCRIPTION/TITLE: AUTHORIZATION FOR MAYOR TO EXECUTE B&F CONSTRUCTION CODE SERVICES CONTRACT

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE MAYOR EXECUTE THE CONTRACT

STATEMENT OF SUMMARY: FOLLOWING PROCEDURE IN LINE WITH SEVERAL ADJACENT MUNICIPALITIES, A BACK UP OR "FILL IN" NEED WILL BE PROVIDED BY A WELL-KNOWN REPUTABLE FIRM. B&F WILL PROVIDE SERVICES WHEN THE CURRENT PLAN REVIEWER OR BUILDING INSPECTOR IS UNABLE TO PROVIDE THE SERVICE.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

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