

RESOLUTION NO. 2024-\_\_\_\_\_

**A RESOLUTION BY COUNCILMEMBERS KIMBERLY JAMES, DABOUZE ANTOINE, HECTOR GUTIERREZ, LATRESA AKINS-WELLS, AND ALLAN MEARS TO AWARD A BUILDING INSPECTION AND PLAN REVIEW SERVICES CONTRACT TO NOVA ENGINEERING AND ENVIRONMENTAL LLC.**

WHEREAS, the City of Forest Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the Planning and Community Development Department finds it necessary to retain a third-party to serve as the City’s building inspector; and

WHEREAS, the building inspector will be responsible for inspecting residential and commercial buildings, and other structures/sites in the process of construction, alteration, or repair to ensure compliance with applicable codes; and for reviewing building plans and conduct residential and commercial inspections of detailed drawings, design specifications, and construction plans.

WHEREAS, the City requested proposals from several vendors and the NOVA Engineering and Environmental LLC was the lowest and most responsible bidder.

THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST PARK HEREBY RESOLVES:

**SECTION 1. Approval of Vendor.** The proposal from NOVA Engineering and Environmental LLC to provide building inspection and plan review services in exchange for payment of 58% of permit fees collected is hereby approved, subject to the execution of a written agreement reviewed by the City Attorney.

**SECTION 2. Public Record.** This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Forest Park.

**SECTION 3. Authorization of Execution.** The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

**SECTION 4. Attestation.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

**SECTION 5. Effective Date.** This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

[SIGNATURES ON FOLLOWING PAGE]

SO RESOLVED this 6th day of May, 2024.

\_\_\_\_\_  
Angelyne Butler, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk (SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney