



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** December 8 ,2020
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: City Council approval of Purchase Order for Building Inspection and Plan Review Services with Charles Abbott and Associates

BACKGROUND

The City signed a contract with Charles Abbott and Associates on October 1, 2019 for Building Plan Review and Inspection Services. A Purchase Order was issued for \$145,000 for the 2020 fiscal year. Staff is requesting a new Purchase Order in the amount of \$147,510 be secured for the 2021 fiscal year.

FISCAL IMPACT

Fees collected for these services follow our adopted fee ordinance. Any services performed by Charles Abbott on our behalf will be invoiced on a monthly basis. All expenses associated with this Agreement are provided for by the Building Fund.

RECOMMENDATION

Authorize the Mayor to execute a Purchase Order for \$147,510 to pay Charles Abbott and Associates for Building Plan Review and Inspection services through the end of the Fiscal Year.

Motion:

Authorize the Mayor to execute a Purchase Order for \$147,510 to pay Charles Abbott and Associates for Building Plan Review and Inspection services through the end of the Fiscal Year.