



Date: March 28, 2022
To: Mayor and Town Council
From: Sean O’Keefe
Re: Building Official Agreement

Objective:

To provide ongoing Building Official services within the Town.

Summary:

Alpha Inspections has temporarily been providing Building Official services to the Town since February. After considering hiring an in-house Building Official and experiencing the work performed by Alpha Inspections, the proposal of retaining their services on an ongoing basis is being made. The agreement would be a piggyback agreement from Mascotte’s agreement with Alpha Inspections, with a 70/30 split of permit fees between the contractor and the Town.

Recommended Motions:

The Town Council has the following options:

1. The Town Council motions to approve
OR
2. The Town Council motions to approve with the following conditions
OR
3. Motion to Deny

Fiscal Impact:

There would be an ongoing contractual obligation of 70% of all permit fees received to be paid to the contracted company.

30% of all permit fees would be retained by the Town in the Building Services Fund (a restricted fund).

Staff Recommendation:

Staff recommends piggybacking on the Mascotte agreement with Alpha Inspections to retain Building Official services.