



Meeting Name: Town Council Meeting

Meeting Date: July 24, 2024

Prepared By: D. Dyess, Town Manager

Item Title: Discussion on Contract Renewal - Building Official, Plan Review, and Inspection Services

DISCUSSION:

Our current contract for Building Official, Plan Review, and Inspection Services with Diversified Building Department Management (DBM) will expire on September 30, 2024. The original contract began October 1, 2020, and was renewed in September 2022 for an additional two (2) year period.

Mr. Evans has proven to be a consistent, knowledgeable and customer service oriented professional. As the Council is aware, the Town has a reputation for exceptional customer service and boasts about expedient permitting turnaround. Mr. Evans has been integral in helping our staff consistently meet those demands. Staff is confident that Mr. Evans and Diversified Building Department Management (DBM) will continue to meet the necessary demands and services required of the Town to provide our Building Official, Plan Review and Inspection Service needs.

Diversified Building Department Management is located in Juno Beach with the lead building official coming to Town Center to work directly with staff and citizens multiple times a week. Based on our past experience and the established relationship with our current service provider, Diversified Building Department Management (DBM), and the Town's Lead Building Official, Mr. Buck Evans, staff recommends a direct contract for service and foregoing the RFP process as not in the best interests of the Town.

RECOMMENDATION:

Discuss the options of a direct contract versus the RFP process and give staff direction. If a direct contract with Diversified Building Department Management is the option chosen, staff will bring back the contract for approval at a future meeting.