

MAYOR AND COUNCIL COMMUNICATION

DATE: July 18, 2023

TO: Mayor and Council

FROM: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Discussion, and Possible Action to Consider Requests for Proposals and Awarding a Contract for Health Inspection Services.

PURPOSE:

The purpose of this presentation is to inform the Leon Valley City Council of the responses received from the Request for Proposals for Health inspection services, the review of proposals by the committee, and the possible execution of a contract for these services.

The city advertised Requests for Proposals for health inspection services. The three Proposals that were received were opened on May 15th and were then reviewed by a committee consisting of the Planning and Zoning Director, the Fire and Police Chiefs, and the Assistant Director of Public Works. The companies and the areas of expertise were as follows:

Company	Services Offered
BB Inspections	Building and Health
Bureau of Vitas	Building and Health
Steven Barscewski	Health only

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- Social Equity – Having a contractor Health Inspections ensures that residents, visitors, and staff are assured of on-time professional services
- Economic Development – Requesting RFP's ensures the citizens get the best service at the best value
- Environmental Stewardship – N/A

FISCAL IMPACT

The fees for services proposed by Barscewski are:

Health

Food Service Establishment	\$85.00
Retail Food Store	\$55.00
Temporary Food Booths	\$30.00
Certificate of Occupancy	\$85.00
Day-Care Facility - commercial	\$85.00
Foster/Custodial Care Facility - residential	\$55.00
Plan Review - commercial/residential	\$55.00
Semi-Public and Public Pool/Spa Comm	\$50.00
Add'l Pools/Spa Same Location Comm	\$45.00
Compliant Investigations	\$50.00
Training	\$50.00
Reinspection	\$50.00
Court Appearance per hour	\$50.00

Fees for these services are paid by the customer.

RECOMMENDATION

Based on the administrative findings, the City Manager recommends that the city remain with Barscewski. However, if Mr. Barscewski is unable to comply with software usage within 6 months and unable to provide a backup while out of town, then the city would void the contract and enter into an agreement with BB Inspections for these services.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary