



CITY COUNCIL AGENDA ITEM

SUBJECT: Single Source Authorization – Chief Building Official

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☒ CONTRACT ☐ POLICY ☐ STATUS REPORT
☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): [Click or tap to enter a date.](#) & [Click or tap here to enter text.](#)

Current Work Session: [Click or tap to enter a date.](#)

Current Council Meeting: Monday, March 28, 2022

SUBMITTED BY: Gia Scruggs, Finance Director

PRESENTER: Gia Scruggs

PURPOSE: The Chief Building Official position was previously filled by the extension of the Jacobs Engineering contract through March 31, 2022. The City is now in need of a Chief Building Official (CBO) until a permanent employee can be identified and selected by the City Manager. Lowe Engineering, LLC currently has a professional services contract in place with the City of Stonecrest to perform Engineering work on our behalf and has provided a cost proposal for the Chief Building Official position for the remainder of the year. The Finance Director is requesting authorization for a Single Source procurement of these professional services. The Chief Building Official that Lowe Engineering is assigning has significant experience and certifications in the industry. The firm has also expressed the capacity and willingness to provide such professional services. The funding for this service will be General Fund – Building – Professional Services. The Finance Director will request a budget adjustment to move the current salary line for the Chief Building Official to professional services. The City Manager will revisit this during the 2023 budget process and make a recommendation to Council regarding how this position will be filled.



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FACTS: Click or tap here to enter text.

OPTIONS: Approve, Deny, Defer Click or tap here to enter text.

RECOMMENDED ACTION: Approve

ATTACHMENTS:

(1) Attachment 1 - Chief Building Official Cost Proposal