

RESOLUTION NO. 14-240

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING AN EXPENDITURE NOT TO EXCEED \$36,850.00 FOR BUILDING/ELECTRICAL/MECHANICAL INSPECTION SERVICES BY M.T. CAUSLEY, INC.; AUTHORIZING A WAIVER OF COMPETITIVE BIDDING; AUTHORIZING NECESSARY BUDGET TRANSFERS AND AMENDMENTS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, due to increased requests for plan review and inspections, and a personnel vacancy for building inspector that has remained unfilled for several months, the Building Official recommends authorization of an expenditure in excess of \$20,000.00 for private inspection services for FY 13-14; and

WHEREAS, the City Commission finds that pursuant to section 2-797(4)(b) of the Code of Ordinances, it is in the best interests of the City to approve an expenditure not to exceed \$36,850.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That an expenditure of up to \$36,850.00 for building/electrical/mechanical inspection services from M.T. Causley, Inc. is hereby approved.

Section 2: That pursuant to section 2-797(4)(b) of the Code of Ordinances, competitive bidding is hereby waived.

Section 3: That necessary budget amendments and transfers from salary or contingency fund(s) are hereby authorized.

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 3rd day of September, 2014.

Authenticated by the Presiding Officer and Clerk of the Commission on 4th day of September, 2014.

Filed with the Clerk on September 4, 2014.

Mayor Craig Cates	<u>Yes</u>
Vice Mayor Mark Rossi	<u>Absent</u>
Commissioner Teri Johnston	<u>Yes</u>
Commissioner Clayton Lopez	<u>Yes</u>
Commissioner Billy Wardlow	<u>Yes</u>
Commissioner Jimmy Weekley	<u>Yes</u>
Commissioner Tony Yaniz	<u>Yes</u>

  
CRAIG CATES, MAYOR

ATTEST:

  
CHERYL SMITH, CITY CLERK



**THE CITY OF KEY WEST**  
**Building Department**

**TO:** James Scholl, City Manager  
**FROM:** Ron Wampler, Building Official *RW*  
**DATE:** August 19, 2014  
**SUBJECT:** Approval for expenditures exceeding \$20,000.00 for M.T. Causley Inc.

**ACTION STATEMENT:**

Approving expenditures exceeding \$20,000.00 for private inspection services for 13/14 FY.

**BACKGROUND:**

The Building Department budgeted \$2,500.00 for current fiscal year for private inspection services; intending that the only use would be to fill in for the electrical/mechanical inspector for a vacation during the year. However, several events caused the Building Department to engage the use of this private inspection service much more than anticipated:

1. The Chief Building Official, who has also been an active inspector for overflow inspections, has attended several conferences this year for construction as well as FEMA related issues which has required a fill-in CBO from M.T. Causley.
2. Requests for plan review and inspections are more than 35% higher than the last fiscal year.
3. The Building Department has had an unfilled vacancy since one inspector / plan reviewer resigned in April.

**FINANCIAL IMPACT:**

The Building Department has funds available within the department that can be transferred to partially cover this expense due to personnel vacancies.

**PURPOSE & JUSTIFICATION:**

To continue providing timely permitting and building inspections for homeowners and contractors within the City of Key West.

**RECOMMENDATION:**

The Building Official recommends approving the expenditure.

**Detailed Summary:**

**Budgeted \$2,500.00**

**Transferred \$10,000.00 July 2014**

**Total funded to date: \$12,500.00**

**November 2013 invoice \$1,435.00**

**April invoice \$3,600.00**

**\$3,600.00 (\*\*see note after July invoice\*\*)**

**May invoice \$4,900.00**

**June invoice \$980.00**

**July invoice \$1,935.00 \*\* \$5,535.00 less \$3,600 overpayment from April**

**August invoice \$11,200.00 (anticipated: inspector at 160 hours @ \$70)**

**September invoice \$9,200.00 (anticipated: CBO at 40 hours @ \$90 plus inspector 80 hours @ \$70 )**

**Total costs: \$36,850.00**

**Aside from CC approval, will need to transfer additional \$24,350 from salaries or contingency.**