

Memorandum



CITY OF DALLAS

DATE June 14, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Subject Cooperative Agreement with SafeBUILT for Third Party Planning Services**

On June 26, 2024, the City Council will consider a Cooperative Agreement with SafeBUILT for third-party inspections and plans review services. This agreement is essential for managing the current workload effectively and ensuring that staff maintains high standards of service delivery and regulatory compliance.

Development Services Department's current contract for third-party planning services has expired, necessitating the need for a new agreement to continue managing these essential functions without interruption. To maintain the department's efficiency and quality of service amid the ongoing workload, it is critical to engage additional support through vendor services.

The agreement outlines the provision of the following services at specified hourly rates:

- a. **Plan Review Services:** Residential & Commercial (\$112.99), Licensed Engineering Services (\$145.27), Expedited Plan Review (1.5x standard rate),
- b. **Inspection Services:** Residential (\$107.61), Commercial (\$112.99), Fire (\$112.99), After hours/Emergency rates apply,
- c. **Building Official / Admin Services:** Building Official (In-Person \$129.13, Remote \$118.37), Permit Tech/Admin (\$69.95), Senior Permit Tech/Admin (\$80.71, and
- d. **Planning Services:** Planning Manager (\$193.70), Principal Planner (\$177.56), Senior Planner (\$161.41), Associate Planner (\$134.51), Assistant Planner (\$96.85), Planning Technician (\$80.71), Remote Landscape Review (\$134.51).

The total contract value is \$300,000.00 for one year, starting July 01, 2024, to June 30, 2025.

The proposed rates are competitive and aligned with industry standards, ensuring that we receive high-quality services at a reasonable cost. This Cooperative Agreement was

DATE June 14, 2024
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PAGE **2 of 2**

procured via Procurement Services Department on May 21, 2024 utilizing Omnia Contract Agreement #222849-06.

Should you have any questions please contact Andrew Espinoza, Director/Chief Building Official of the Development Services Department at (214) 542-1227 or andres.espinoza@dallas.gov.



Robin Bentley,
Assistant City Manager (I)

C.

Kimberly Bizer Tolbert City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)

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Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors