

# Memorandum



CITY OF DALLAS

DATE January 22, 2021

TO Honorable Members of the Government Performance and Financial Management Committee: Cara Mendelsohn (Chair), Jennifer S. Gates (Vice Chair), Adam Bazaldua, Adam McGough, Casey Thomas, II

SUBJECT **Upcoming January 27, 2021 Council Agenda Item – Supplemental Plan Review Resources**

The January 27, 2021 City Council agenda includes an item to authorize professional service contracts for third-party supplemental plan review and inspection services to assist Sustainable Development & Construction in processing building permits. These supplemental services will assist the department in reducing the current timeframes being experienced primarily by applicants to receive a building permit for single family new construction and additions.

While assisting to reduce the backlog of applications and the wait times of applicants, these supplemental resources will provide the skills and expertise to conduct thorough reviews of building plans to ensure compliance with City ordinances, building codes, and life safety regulations.

The \$5.04 million proposed contract amount will only be used when needed and helps ensure supplemental resources are available as the department undergoes a number of upcoming significant changes in processes and technology. The source of funds is the Building Inspection Fund Balance (Enterprise Fund) from fees paid by applicants.

Please do not hesitate to reach out with questions or concerns.

A handwritten signature in blue ink that reads "Eric A. Johnson".

Dr. Eric A. Johnson  
Chief of Economic Development and Neighborhood Services

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors