



## Agenda Item Summary

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**File #: 24-00745**

**Agenda Date: 8/27/2024**

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**Agenda Item Name:**

**First Amendment to Agreement 13938 with Willdan Engineering, Inc.**

**Presenter:**

Jeffrey Hays, Growth Management Director, 352.374.5249  
Theodore White, Procurement Manager, 352.374.5202

**Description:**

First Amendment to Agreement 13938. This amendment extends the term through September 30, 2026, with one (1) additional one (1) year term.

**Recommended Action:**

Approve and authorize the Chair to execute the First Amendment to Agreement 13938 with Willdan Engineering, Inc.

**Prior Board Motions:**

October 24, 2023, the Board approved and authorized the Chair to execute Agreement 13938 with Willdan Engineering, Inc. for RFP 24-117 Annual Third Party Building Plan Review, NTE \$100,000.00 annually. Item # 23-00649.

August 22, 2023, the Board approved the ranking and authorized staff to negotiate an agreement for RFP 24-117 Annual Third Party Building Plan Review, for Growth Management. Item # 23-00453.

**Fiscal Note:**

There is \$50,000 tentatively budgeted in the FY25 budget for these services in account 410.65.6511.524.31.00 with the account description of professional services.

**Strategic Guide:**

All Other Mandatory and Discretionary Services

**Background:**

Willdan Engineering will complete building plan reviews to supplement the work done by the County's Plans Examiners on an as needed basis to ensure all building permit applications meet the requirements of the Florida Building Code.

RFP 24-117 Annual Third Party Building Plan Review was released on April 26, 2023. The deadline for receipt for 23-399 Annual Third Party Building Plan Review for Growth Management was May 31, 2023, six (6) vendors responded.

The project details can be found here:

<https://procurement.opengov.com/portal/alachuacounty/projects/43065>