



City of Waukesha
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Committee: City Council	Date:
Common Council Item Number: Brookfield Inspection contract ID#25-00569	Date: 2025-04-03
Submitted By: Jennifer Andrews	City Administrator Approval: Anthony W. Brown
Finance Department Review: Jennifer Andrews	City Attorney's Office Review: Brian Running
Subject: Review and act on a short-term contract to provide the City of Brookfield with inspection services.	

Details:
The City of Brookfield has a current need for commercial construction inspection services due to retirements and resignations in their inspection department. Recognizing the difficulty in hiring trades inspectors, the City of Brookfield inquired as to our availability to provide some interim services to them. They will also be using private inspections services to fill their need while they try to hire new staff.

After inquiring about Brookfield's current and expected future commercial projects, we feel that we will be able to assist them on a short-term basis. City of Waukesha inspection requests will always be satisfied first in terms of priority. If we feel that we can no longer provide assistance to Brookfield, we will terminate this contract per the termination clause.

Long term, if the outcomes from this short contract are beneficial to both communities, we may consider a longer-term cooperative agreement regarding inspection services. Over the past several years we have had to hire private inspection services to assist our team when there have been vacancies. Those services are about twice as much per hour than our regular staff costs. A cooperative agreement between communities may be able to fill those gaps in staffing so that we can still provide the services and inspections required, by our customers and the State of Wisconsin, at a more affordable rate.

Options & Alternatives:
Reject the contract and not provide inspection services to the City of Brookfield.

Financial Remarks:
The rate reflected in the contract offsets the City's cost for salary and benefits for our Commercial Construction Inspector.

Executive Recommendation:
Approve the contract.