
MEMORANDUM

DATE: February 1, 2022

TO: Greg Harrison, City Manager

FROM: Brian Donovan, Assistant City Manager

SUBJECT: Termination of Agreement for Code Compliance Services

The City is looking to terminate its Agreement for Code Compliance Service with Calvin, Giordano & Associates, Inc. without cause. If approved, proper notice will be sent and then there will be a 90-day transition period, per Article 11 of the Agreement. The vehicles are already owned by the City. Therefore, the transition period will focus on the hiring of personnel and the transfer of any work products and materials.