

**CITY OF MOUNT VERNON, NY**  
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**SHAWYN PATTERSON-HOWARD**  
Mayor

City Hall – One Roosevelt Square  
Mount Vernon, NY 10550  
Website: [www.cmvny.com](http://www.cmvny.com)

**Patrick G. Holder, R.A.**  
Buildings Commissioner

August 30, 2024

The Honorable City Council of the City of Mount Vernon  
City Hall  
1 Roosevelt Square  
Mount Vernon, New York 10550

*THROUGH THE OFFICE OF THE MAYOR*

**Re: REQUEST PERMISSION TO SOLICIT A REQUEST FOR PROPOSAL (RFP) FOR  
OUTSIDE CONTRACT SERVICES FOR FIRE SAFETY AND PROPERTY MAINTENANCE  
INSPECTIONS OF MULTI-DWELLING AND NON-RESIDENTIAL PROPERTIES**

Dear Honorable City Council Members:

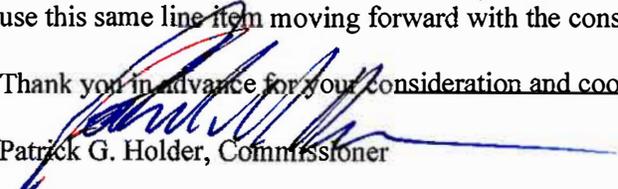
With great urgency and in reference to the Enforcement of the Uniform Code in the City of Mount Vernon, we're addressing the need for permission to solicit a request for proposal (RFP) for outside contract services for fire safety and property maintenance inspections of multi-dwelling and non-residential properties. Fire safety and multi-dwelling inspections enable the Buildings Department to address and remedy the city's occupancy, safety and structural issues.

These inspections are mandatory for the State of New York and further, as the city attracts an ever-growing share of New York residents and other neighboring state populations, the city's capacity to honor service commitments, build and maintain necessary infrastructure, and meet our safety obligations will have a profound effect on the city's economy and quality of life for thousands of residents.

As you know, there is a current contract with LaBella Associates, D.P.C which is already in effect and will remain in effect until December 31, 2024. This term will allow sufficient time for the city to conduct this RFP process for services to commence in 2025. To ensure the health, safety and welfare of residents and property owners in Mount Vernon, we really need the opportunity to bid on an expanded pool of contractors and select one that best meets the needs of our city.

Payments from the current contract with LaBella Associates is handled under expense account code A3620.405 which is used for the Buildings Department's contracted outside services and we propose to use this same line item moving forward with the consultant awarded the contract as a result of the RFP.

Thank you in advance for your consideration and cooperation in this urgent matter.

  
Patrick G. Holder, Commissioner

Department of Buildings

Cc: Mayor, Corporate Counsel, City Clerk, The Comptroller