



AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION

DATE:	August 27, 2026
AGENDA ITEM:	Discussion and Consideration to Approve a Professional Service Agreement with the Iowa DOT for the Highway 6 Improvements Project
ACTION:	Motion

Background

The City has prepared a draft Contract Service Agreement with Goerdts Inspections and Consultation Services, LLC for building and code-related services. The agreement is intended to provide the City with inspection and consultation resources for permit and plan review, building and property maintenance inspections, code and ordinance violations, and communication with contractors and residents.

The proposed agreement identifies Terry Goerdts as the owner of Goerdts Inspections and Consultation Services, LLC. The agreement is structured as an hourly professional services arrangement, allowing the City to utilize services as needed rather than establishing a fixed annual contract amount.

Under the proposed agreement, Goerdts Inspections and Consultation Services, LLC would be compensated at an hourly rate of \$50.00 per hour. Payment would be made monthly following receipt of itemized invoices.

The agreement establishes a minimum charge of two hours for each inspection visit. No fixed annual expenditure is identified in the agreement; total costs would therefore depend upon the amount of services requested by the City.

Recommendation

Staff recommends approval of the Contract Service Agreement with Goerdts Inspections and Consultation Services, LLC to provide building inspection, plan review, code enforcement, and related consultation services to the City of Tiffin.

ATTACHMENTS: Agreement



Terry Goerdts, Owner

319-330-9806

EIN: 33-2862208

goerdtinspections@outlook.com

Contract Service Agreement **DRAFT**

This contract for services is made effective as of [REDACTED], by and between Goerdts Inspections and Consultation Services, LLC. and the **City of Tiffin**.

Description of Primary Services.

1. Permit and plan review.
2. Building, mechanical, electrical and property maintenance inspections.
3. Management of code or ordinance violations (to include MI, Notice of Abatement/Violation, etc.)
4. Contractor or resident liaison for items 1-4.

Description of other services available.

5. Additional services as requested
For example: municipal project management, nuisance code enforcement, zoning consultation, etc.

Payment. Payment to Goerdts Inspections and Consultation Services shall be made monthly following receipt of itemized invoices. Payment at the hourly rate of \$50.00 with a minimum of a two-hour charge for each inspection visit. This agreement will be effective [REDACTED].

Term. This agreement will be auto renewed on an annual basis with a biennial evaluation of fees by Goerdts Inspection Services, LLC.

Termination: Termination of this agreement may be made, in writing, by either party with 60 days notice. The notice shall describe the details and reason of the termination request. Resolution of any defaults will be attempted prior to a termination request.

Amendment: This agreement may be modified or amended if the amendment is made in writing, agreed upon, and is signed by both parties.

Terry Goerdts, Owner- Goerdts Inspections..

Mayor/City Manager, City of Tiffin