

From: [Daphne Robinson](#)
To: [Jeff Shrum](#)
Cc: [Holly Lang](#)
Subject: FW: Emergency Procurement Exception - MT Causley
Date: Tuesday, March 10, 2026 3:55:13 PM
Attachments: [image001.png](#)

From: Peter Lee <PLee@ocalafl.gov>
Sent: Friday, January 9, 2026 12:19 PM
To: Daphne Robinson <d robinson@ocalafl.gov>
Subject: RE: Emergency Procurement Exception - MT Causley

Daphne –

I approve this exception request for work with MT Causley. This is a critical need, please approve the request on an emergency basis.

Thank you,

Pete

From: Daphne Robinson <d robinson@ocalafl.gov>
Sent: Tuesday, December 16, 2025 5:34 PM
To: Peter Lee <PLee@ocalafl.gov>
Subject: Emergency Procurement Exception - MT Causley
Importance: High

Pete,

As we discussed, below is the email from Matt explaining the urgency for MT Causley's services. I have attached the exception request that they submitted last week and the termination letter we issued to MT Causley in 2022.

Please let me know if you are still inclined to approve this on an emergency basis. Once I hear back from you, I will issue the exception approval.



Daphne M. Robinson, Esq., NIGP-CPP
Procurement and Contracting Officer
Director, Procurement & Contracting

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Visit us on the web at www.bidocala.com

From: Matthew Leibfried <MLeibfried@ocalafl.gov>

Sent: Tuesday, December 16, 2025 10:54 AM
To: Daphne Robinson <drobenson@ocalafl.gov>
Cc: Truman Henson <thenson@ocalafl.gov>
Subject: Fw: NEW EXCEPTION REQUEST: Procurement-Piggyback Request in Lieu of Bid

Good morning, Daphne.

We have an inspector who will be unavailable for a period of time and who currently serves as our only Mechanical and Plumbing inspector. As a result, we have an emergent need for approval of the MT Causley contract.

We are currently averaging more than 20 Mechanical and Plumbing inspections per day, and the MT Causley contract would provide immediate and significant relief. We will have the inspector through this Friday, after which the need for inspection coverage becomes critical.

There are several active commercial projects underway, along with the Winding Oaks residential project that is preparing to move very quickly. We also anticipate inspection volumes for both Mechanical and Plumbing to continue rising over the next two fiscal quarters, and we want to be well positioned to maintain our current level of service.

Thank you for your consideration. I am happy to provide any additional information if needed.

Matt Leibfried
Building Services Director
City of Ocala
201 SE 3rd St - 2nd Floor
Ocala, FL 34471
Phone # (352) 629-8203
mleibfried@ocalafl.gov

From: City of Ocala - Procurement/Contract/P-Card Exception <noreply@jotform.com>
Sent: Monday, December 8, 2025 10:11 AM
To: Matthew Leibfried <mleibfried@ocalafl.gov>
Subject: Re: NEW EXCEPTION REQUEST: Procurement-Piggyback Request in Lieu of Bid



Procurement/Contract/P-Card Exception

Select exception type:

Procurement

Reason for
procurement
exception:

Piggyback Request in Lieu of Bid

Enter a brief description of your exception request:

Some time ago, we decided not to continue or renew the piggyback contract with Dunnellon for M.T. Causley, LLC (Safebuilt). I wanted to ask what it would take to revisit that option and possibly get back on that contract, especially as we anticipate the need for additional building inspectors with specific types of licensure.

As you know, it is very challenging to find multi-licensed inspectors, and the certification process for new building inspectors takes quite a bit of time.

Our team has been working with the City of Dunnellon as well as SAFEbuilt regarding the piggyback contract. Earlier this month, Mandy Odom with the City of Dunnellon placed the request on the City Council consent agenda for November 12 for approval to piggyback off their contract. The request was approved and that information was communicated to SAFEbuilt.

We want to check in to see if there is anything further we need to do to move forward contractually should we need to use SAFEbuilt's services.

The approval by Dunnellon's City Council [VIDEO]:
https://dunnellon.granicus.com/player/clip/392?view_id=1&meta_id=25819&redirect=true

The anticipated cost for this contract is \$100,000.

Attach all documents related to the exception that can assist the Contracting Officer's decision.

[Copy of the original contract \(with pricing schedule\) between Dunnellon and M.T. Causley, LLC..pdf](#)
[Staff Report.pdf](#)
[Legislation Text.pdf](#)
[FOR COUNCIL - Amendment 3 - Cooperative Purchasing Agreement for Building Inspection and Plan Review Services - MT Causley, LLC \(GRM 210338\).pdf](#)
[FULLY EXECUTED - Amendment 2 - Cooperative Purchasing Agreement - Building Inspection and Plan Review Services GRM 210338 .pdf](#)

Department

(GRM) GROWTH MANAGEMENT

Requestor Name

Matt Leibfried

Requestor Email

mleibfried@ocalaf.gov

Phone number

(352) 629-8203

Courtesy Copy Email 1

mleibfried@ocalaf.gov

Courtesy Copy Email 2

mleibfried@ocalaf.gov

Who authorized requesting this exception?

Matt Leibfried

You can [edit this submission](#) easily.