

VILLAGE OF DOWNERS GROVE
Report for the Village
1/16/2018

SUBJECT:	SUBMITTED BY:
B&F Inspection Services Contract Amendment	Stan Popovich, AICP Director of Community Development

SYNOPSIS

A resolution has been prepared to authorize a contract amendment to the existing B&F Construction Code Services contract to modify the not-to-exceed amount from \$25,000 to \$31,000.

STRATEGIC PLAN ALIGNMENT

The goals for 2017-2019 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY18 budget provides \$38,500 in the General Fund (Page 5-17, Line 3) for this contract.

RECOMMENDATION

Approval on the January 16, 2018 consent agenda.

BACKGROUND

The Village has a contract through March 2018 with B&F Construction Code Services, Inc. of Elgin to provide the necessary inspections associated with building permits when Village staff is unable to complete inspections within 48 to 72 hours from the time of the request by the customer when demand is high.

In 2017, the Village saw continual high demand for inspections resulting in 4,757 completed inspections compared to 3,972 in 2016. A substantial portion of these additional inspections was completed by B&F. Based on the increased use of B&F, the Village requires the contract be amended to increase the available funding by \$6,000 to fund the remainder of the current contract. The Village anticipates extending the contract with B&F for another year when the contract expires in early March. The cost of these contracted services is offset by building permit and inspection fee revenue.

ATTACHMENTS

Resolution
Contract Amendment

RESOLUTION NO. _____**A RESOLUTION AUTHORIZING EXECUTION OF AN ADDENDUM TO THE AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND B&F CONSTRUCTION CODE SERVICES, INC.**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Addendum (the "Agreement"), between the Village of Downers Grove (the "Village") and B&F Construction Code Services, Inc. (the "Provider"), for code inspection services, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

**ADDENDUM TO THE AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
B&F CONSTRUCTION CODE SERVICES, INC.**

The Village of Downers Grove, Illinois (the "Village") and B&F Construction Code Services, Inc. (the "Provider") entered into an agreement (the "Agreement") for code inspection services on an as-needed basis on or about March 8, 2016 and extended said Agreement for a one-year term to March 8, 2018. Pursuant to the terms stated therein, the parties desire to amend the contract under the following terms:

1. The total not-to-exceed contract price shall be increased an additional \$5,000.00 resulting in a total contract price of \$31,000.00.
2. All other terms from the 2016 Agreement remain in full force and effect.

VILLAGE OF DOWNERS GROVE

B&F CONSTRUCTION CODE SERVICES, INC.

Kenneth Garrett

Attest:

Title: VICE-PRESIDENT

Village Clerk

Date: _____

Date: 1-10-18