

**VILLAGE OF DOWNERS GROVE**  
**Report for the Village**  
**6/13/2023**

<b>SUBJECT:</b>	<b>SUBMITTED BY:</b>
Second contract extension for residential permit review - TPI Building Code Consultants, Inc. (TPI),	Stan Popovich, AICP Director of Community Development

**SYNOPSIS**

Resolutions have been prepared to authorize the execution of a second one-year contract extension for residential permit review services with Safebuilt Illinois, LLC (Safebuilt) and TPI Building Code Consultants, Inc. (TPI), each not-to-exceed an amount of \$80,000.00.

**STRATEGIC PLAN ALIGNMENT**

The goals of 2021-2023 include *Exceptional Municipal Services* and *Continual Innovation*.

**FISCAL IMPACT**

The budget provides \$160,000 (\$80,000 each) in the General Fund for these contracts. The actual cost will be based on the number and type of building permit applications submitted. Costs of these contracts are covered by building permit fee revenue.

**RECOMMENDATION**

Approval on the June 13, 2023 Consent Agenda.

**BACKGROUND**

The Village currently has a one-year contract with both Safebuilt and TPI to provide residential development review services for various permit types, including new homes, additions, kitchen remodels, decks and pools. The contracts include two one-year extensions based on mutual agreement. The Village is exercising the second one-year extension on both contracts.

Safebuilt and TPI have been providing permit review services since July 2018. Both firms are knowledgeable with residential building codes and have completed their permit reviews on schedule. Both firms' proposed review rates remain unchanged from the original contract.

**ATTACHMENTS**

Resolution  
Contract Extension

## RESOLUTION NO. \_\_\_\_

**A RESOLUTION AUTHORIZING EXECUTION OF  
A SECOND EXTENSION TO THE AGREEMENT BETWEEN  
THE VILLAGE OF DOWNERS GROVE AND  
TPI BUILDING CODE CONSULTANTS, 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 agreement extension (the "Agreement"), between the Village of Downers Grove (the "Village") and TPI Building Code Consultants, Inc. (the "Provider"), for residential development review 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

**SECOND EXTENSION TO THE AGREEMENT BETWEEN  
THE VILLAGE OF DOWNERS GROVE AND  
TPI BUILDING CODE CONSULTANTS, INC.**

On July 6, 2021, the Village of Downers Grove, Illinois and TPI Building Code Consultants, Inc. ("Provider") entered into an agreement for residential development review services on an as-needed basis, with an effective date of July 10, 2021 (the "Agreement"). Pursuant to the terms stated therein, the parties desire to extend the Agreement under the following terms:

1. The Agreement shall be extended through July 9, 2024.
2. The total not-to-exceed fee for this extension shall be Eighty Thousand Dollars and No Cents (\$80,000.00).
3. All other terms from the Agreement remain in full force and effect.

**VILLAGE OF DOWNERS GROVE**

**TPI BUILDING CODE  
CONSULTANTS, INC.**

\_\_\_\_\_  
Village Manager

*JoAnne Tisinai*  
\_\_\_\_\_

Attest:

Title: JoAnne Tisinai, C.E.O.

\_\_\_\_\_  
Village Clerk

Date: June 6, 2023

Date: \_\_\_\_\_