

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION

For Inclusion on Board Agenda
Bids and Proposals

TO: President and Village Board of Trustees
FROM: Scott R. Niehaus, Village Manager
DATE: July 11, 2017 Agenda Date: July 20, 2017
TITLE: Waiver of Bids - B&F Construction Code Services
SUBMITTED BY: William J. Heniff, Department of Community Development *WJH*

RESULTS:

Date Bids Were Published _____ Bidding Closed _____
Total Number of Bids Received _____
Total Number of Bidders Meeting Specifications _____
Bid Security Required _____ Yes _____ No
Performance Bond Required _____ Yes _____ No
Were Any Bids Withdrawn _____ Yes _____ No
Explanation:
Waiver of Bids Requested? _____ X Yes _____ No
If yes, explain:
Award Recommended to Lowest _____ Yes _____ No
Responsible Bidder?
If no, explain:

FISCAL IMPACT:

Budget Estimate \$80.00/hour
Amount of Award \$80.00/hour
Account # 101.250.260.75350

BACKGROUND/RECOMMENDATION:

Waive bids and award contract for building inspection consultant services for an amount not to exceed \$80.00 per hour for regular business hours.

Has Recommended Bidder Worked for Village Previously _____ Yes _____ No
If yes, was quality of work acceptable _____ Yes _____ No
Was item bid in accordance with Public Act 95-1295? _____ Yes _____ No
Waiver of bids - Public Act 85-1295 does not apply X Yes


REVIEW (as needed):

Village Attorney XX _____ Date _____
Finance Director XX _____ Date _____
Village Manager XX _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Board Agenda distribution.

MEMORANDUM

TO: Scott R. Niehaus, Village Manager

FROM: William J. Heniff, AICP, Director of Community Development 

MEETING DATE: July 20, 2017

SUBJECT: **Approval of Building Inspection Consultant Services – B&F Construction Code Services**

The Community Development Department utilizes a combination of in-house staff and professional building inspection consultant services to cover the inspection activities required as part of the construction approval process. This approach has allowed the Village to have supplemental services on hand to meet customer demand. As of the last bill received to cover services through mid-June, the total spent so far this year with this vendor is \$18,831.30. Since the expenditure to this vendor will exceed \$20,000, this is being brought to the Village Board of Trustees requesting approval in accordance with Village Finance policies.

To ensure that the Village is receiving the best possible rates and services, staff contacted other comparable firms that perform such services. As the attached documents show, B&F is the lowest of three qualified firms. The following is a breakdown of the pricing received for regular business hour inspection activities:

1. B&F Construction Code Services - \$80 per hour for all types of inspections
2. TPI - \$84 per hour for building, electric and mechanical inspections; \$80 per hour for plumbing inspections.
3. Charles Abbott Associates - \$90 per hour for all types of inspections

Staff is seeking concurrence from the Village Board for approval of contractual services with B&F Construction Codes Services for the remainder of the calendar year. B&F has competently performed assigned inspection activities and approval of the request would help ensure that the inspection processes would remain unaffected through the remainder of the year.

RECOMMENDATION:

Staff recommends that the Village Board of Trustees waive formal bidding and approve utilization of B&F Construction Code Services to perform building inspection activities on behalf of the Village at a rate not to exceed \$80.00 per hour for the remainder of the 2017 calendar year.

B&F CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING

Village of Lombard, IL

INSPECTION PROPOSAL

July 5, 2017

SUBMITTED TO:

Keith Steiskal
Building Official
Village of Lombard
255 E. Wilson Avenue
Lombard, IL. 60148

PROFESSIONAL SERVICE AGREEMENT BUILDING INSPECTIONS

Services Provided

B & F Construction Code Services, Inc. will provide a Certified and/or licensed Inspector to perform inspections within the jurisdictional limits of the Village of Lombard, Illinois. This shall include general building, electric, plumbing, HVAC and energy inspections.

The inspectors shall have proper inspection equipment to conduct inspections as required. Equipment shall include a clipboard, flashlight, tape measure and other equipment as determined to provide a quality inspection.

Each inspector shall utilize B & F Inspection forms or forms acceptable to the Village of Lombard.

The inspector shall utilize a B & F Construction Code Services, Inc. company vehicle to conduct inspections.

The schedule will be as agreed upon between the two parties.

Our inspectors are available as follows:

A) Eight (8) hours a day during normal business hours from Monday through Thursday and Fridays after 9:30 AM, excluding holidays.

The general building inspections will be performed by an ICC certified Inspector and all plumbing inspectors shall be performed an Illinois Licensed Plumbing Inspector.

✱ Inspections (Building, Plumbing, Mechanical, Electric and Energy) shall be billed at the rate of Eighty Dollars (\$80.00) per hour for non-senior inspector and One Hundred and Fifty Dollars (\$150.00) per hour for Senior Administrative staff. Travel time of one hour shall be added to the daily time for each inspector working less than an eight hour day.

The inspector will not perform other types of inspections or services outside his/her area of qualification.

This contract is valid till July 2, 2019. A two year extension beyond the expiration date is available should both parties to the contract be in agreement.

All of the B & F Construction Code Services, Inc. employees are covered by the following:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Hartford Fire Insurance; and
- C. Professional Liability Insurance underwritten by Lloyd's of London.

The Village of Lombard shall agree not to attempt to hire any of B & F Construction Code Services, Inc. officers, employees, agents, or consultants for a period of one (1) year after the individual is no longer employed by B & F Construction Code Services, Inc.

Accepted By _____	Accepted By _____
Please Print _____	Please Print _____
Title _____	Title _____
Date _____	Date _____

B & F Construction Code Services, Inc.

Accepted By _____

Please Print _____

Title _____

Date _____

T.P.I. Building Code Consultants, Inc.

Professional Residential & Commercial Plan Review and Inspection Services

July 5, 2017

Mr. Keith Steiskal
255 E. Wilson Ave.
Village of Lombard
Lombard, IL 60148

Dear Mr. Steiskal,

It is our pleasure to submit this proposal to continue to provide the Village of Lombard with inspection pricing for an electrical inspector on Monday, Wednesday and Friday's. Electrical inspections to be performed by an Illinois Licensed Electrician or an Electrical Engineer.

Inspection Schedule

- Inspections to be scheduled in am from 8:00 to 12:00 pm and/or 12:30 pm to 4:00 pm
- Additional inspections may be scheduled pending type of inspections as projects may vary greatly in time
- Inspection requests to be faxed or emailed to T.P.I. by 3:30 pm one business day prior
- Minimum 1 hour plus 1 hour travel; travel fee is waived if 4 hours or more per day

Fee Schedule

Inspection Type	Normal Business Days M-W-F
Electrical Inspections	\$80.00 per hour
Multi-Disciplinary Inspector for Electric/Building/HVAC	\$84.00/hour
Plumbing Inspector	\$80.00/hour

Sincerely,

JoAnne Tisinai, CEO
T.P.I. Building Code Consultants, Inc.
321-325 Spruce St.
South Elgin, Illinois 60177
Phone: (630) 443-1567
Fax: (630) 443-2495
Email: tpi1@tpibcc.com

***Mission Statement:** The mission of T.P.I. Building Code Consultants, Inc. is to protect the health and safety of the public by helping to build America with code-compliant structures. We at T.P.I. blend that small firm spirit and economics with big firm savvy and skill.*

7. HOURLY BILLING RATES

STANDARD HOURLY RATE SCHEDULE Effective July 1, 2017

<u>CLASSIFICATION</u>	<u>HOURLY RATES</u>	<u>CLASSIFICATION</u>	<u>HOURLY RATES</u>
Principal Engineer	175.00	Principal Building Official	145.00
City Engineer	165.00	Building Official	122.00
Project Supervisor	145.00	Senior Building Inspector	110.00
Project Manager	135.00	Building Plan Checker	97.00
Project Engineer	132.00	Building Inspector/Plan Checker	90.00
Sr. Registered Engineer	133.00	Code Enforcement Officer	75.00
Senior Design Engineer	115.00	Permit Specialist	66.00
Associate Engineer	110.00		
Assistant/Design Engineer	98.00	Community Development Director	145.00
		Principal Planner	132.00
Senior Traffic Engineer/Manager	150.00	Senior Planner	107.00
Transportation Planner	110.00	Associate Planner	97.00
Traffic Engineer Associate	95.00	Planning Technician	68.00
Sr. Draftsperson (CADD)	90.00	Landscape Director	116.00
Draftsperson (CADD)	80.00	Associate Landscape Architect	95.00
Computer Technician	80.00	City Forester	88.00
Senior Environmental Consultant	145.00	Expert Witness Services	200.00
Environmental Engineer/Scientist II	115.00	Senior Contract Administrator	107.00
Environmental Engineer/Scientist I	92.00	Administrative Assistant	57.00
Associate Environmental Engineer	87.00	Word Processor	50.00
		Clerical	45.00
Senior Public Works Inspector	95.00		
Public Works Inspector	87.00		
3-Person Survey Crew	270.00		
2-Person Survey Crew	210.00		

The above hourly rates include general and administrative overhead and fees and employee payroll burden. Rates are subject to an annual adjustment based upon increases adopted by Charles Abbott Associates, Inc. as reflected in the Consumer Price Index (CPI).