

December 10, 2011

**TO** : **William T. Lichter, Village Manager**

**FROM** : **George E. Seagraves, Fire Chief**

**RE** : **UTILIZATION OF B & F TECHNICAL CODE SERVICES, INC.**

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Please place before the Village Board at the September 6, 2007 Board Meeting, authorization to use B & F Technical Code Services, Inc. of Aurora, IL in an amount greater than \$20,000.

The Fire Department has used B & F Technical for more than 15 years of code consultant work and for field inspectors. Code consultation includes plan review that we need to expedite, are just not available to complete or we lack the expertise. We use them to provide field inspectors in all areas of BIS such as electrical, plumbing, structural and HVAC when we are short on inspectors due to vacancies or leave from the department or when the workload is too great.

In past years we have used them for amounts much less than the level requiring Board of Trustees action. Due to the requirements of the Conference Center and Yorktown Mall we have used field inspectors and to a lesser degree consultant services far greater than in the past, thus requiring Board of Trustee approval.

For Fiscal Year 2008 we budgeted \$69,600 for B & F Technical. We are currently estimating the final cost to be \$96,600. Fees from the Conference Center permit will cover both B & F and the cost of our in-house services.

There is no contract with B & F Technical. We have their hourly rate charge which at \$80.00 per hour is less than their current rate of \$90.00. The lower rate is due to our long standing with them. If we used them on a regular basis rather than fill in we would use a contract. The \$80.00 is consistent with another company T.P.I. of St. Charles, Illinois. B & F is the largest and most diversified building code consulting firms in the area.

The fee of \$80.00 per hour includes their travel, vehicle and inspection tools. They do not do administrative work other than their inspection reports. I have included a sample bill.

GES:lh

Attachment