

**VILLAGE OF VERNON HILLS
RESOLUTION 2023-036**

**A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A
CONTRACT FOR BUILDING INSPECTION AND PLAN REVIEW SERVICES WITH
B & F CONSTRUCTION CODE SERVICES INC.**

WHEREAS, the Village of Vernon Hills, County of Lake, State of Illinois (“the Village”) is a duly organized and existing municipality and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Municipal Code; and

WHEREAS, the Community Development Department has identified a need to supplement internal staff with an external inspection and plan review consultant due to the temporary leave of an employee; and

WHEREAS, B & F Construction Code Services Inc., has provided proposals to provide qualified temporary staffing support to the Village, attached hereto as **Exhibit A**; and

WHEREAS, the total amount due to B & F per the fee schedules included in the proposals may exceed \$25,000, with the final amount dependent upon the date at which the Village employee returns to full time duty; and

WHEREAS, expenditures over \$25,000 require Board of Trustee approval.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS, LAKE COUNTY, ILLINOIS, THAT THE VILLAGE MANAGER IS AUTHORIZED TO ENTER INTO A CONTRACT FOR BUILDING INSPECTION AND PLAN REVIEW CONSULTING SERVICES AS DESCRIBED HEREIN.

SECTION 1: EXECUTION OF AGREEMENT: The Village Manager is hereby authorized to execute all required documents to purchase the annual maintenance agreement from Motorola Solutions at a price of \$37,557.00

SECTION 2: AUTHORIZATION & RELEASE OF PAYMENT: The Finance Director is hereby authorized to make payments to B & F Construction Code Services in accordance with the fee per the attached invoice in Exhibit A.

SECTION 3: EFFECTIVE DATE: This Resolution shall be in full force and effect from its passage and approval.

SECTION 4: RESOLUTION NUMBER: This Resolution shall be known as Resolution Number 2023-036.

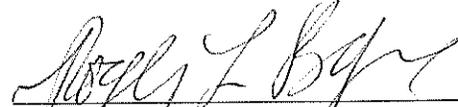
Dated this 3rd day of October, 2023

Adopted by roll call vote as follows:

AYES: 6 – Oppenheim, Marquardt, Forster, Schenk, Koch, Byrne

NAYS: 0 - None

ABSENT: 1 - Takaoka



Roger L. Byrne, Village President

PASSED: 10/03/2023

APPROVED: 10/03/2023

ATTEST: 10/03/2023



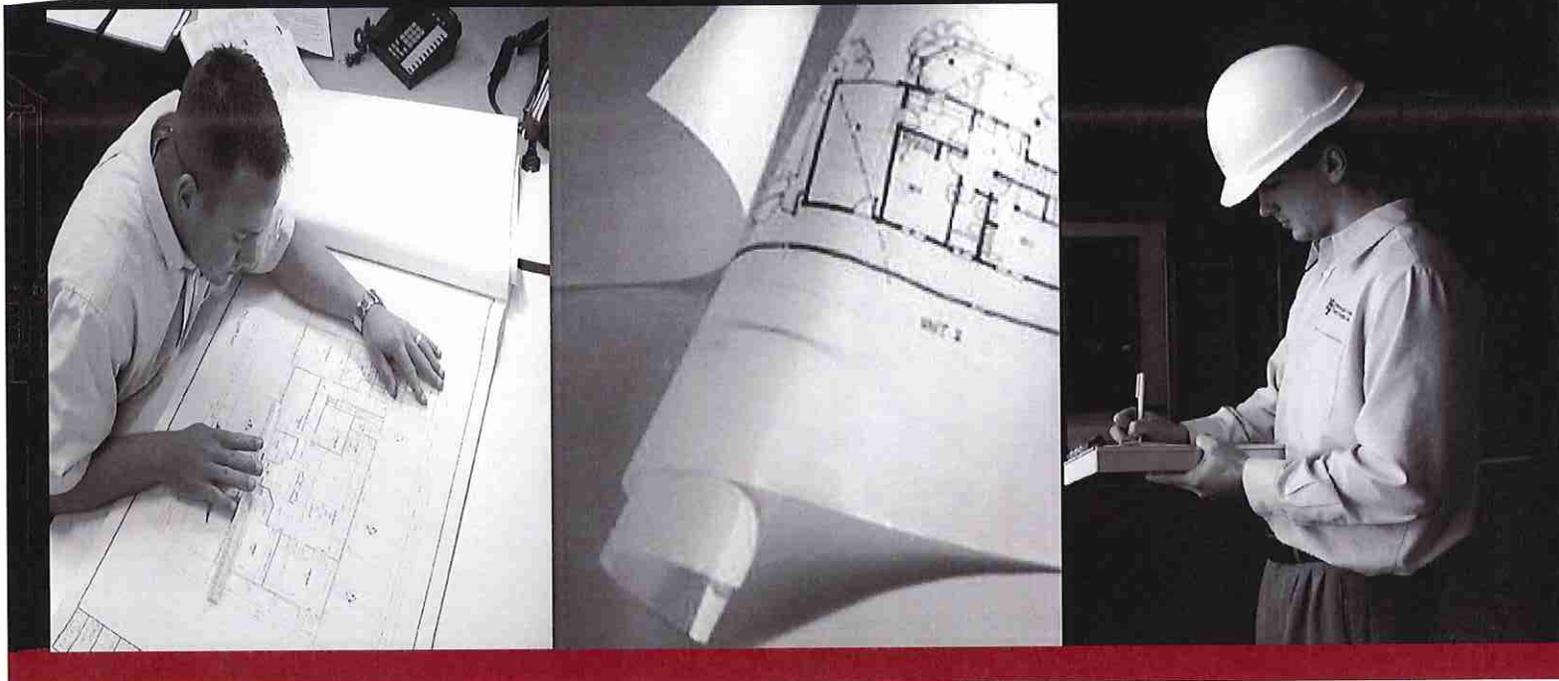
Kevin Timony, Village Clerk



Exhibit A

Proposals for Building Inspection and Plan Review
Consulting Services

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



September 27, 2023

Andrew C. Jennings, AICP
Community Development Director
Village of Vernon Hills
290 Evergreen Drive | Vernon Hills, IL 60061

Thank you for the opportunity to present a proposal to the Village of Vernon Hills. With over 30 years of experience, we are pleased to provide a proposal for temporary building and plumbing inspectors.

If you have any questions please give Sean Fallows a call at 847-428-7010.

Sincerely,

Sean Fallows
Director of Technical Services

B & F CONSTRUCTION CODE SERVICES, INC.
2420 Vantage Road • Elgin, IL 60124
Telephone: (847) 428-7010 • Fax: (847) 428-3151

PROFESSIONAL SERVICE AGREEMENT

Temporary Building & Plumbing Inspector

Introduction

B & F Construction Code Services, Inc. is submitting a proposal to provide inspectional services to the Village of Vernon Hills.

Qualifications

B & F Construction Code Services, Inc. provides building and fire protection plan review, inspections and training services for municipal building departments. All inspection and plan review personnel are certified and/or licensed to provide the services as described.

We currently perform complete building department operations for the Villages of Winfield, Burlington, Barrington Hills, Hampshire, and Lake Barrington. We have assisted with complete building department operations in the Villages of Gilberts, Kingston and Hampshire. We currently provide complete inspection and plan review services to West Chicago, Genoa, Mettawa, Manhattan, Inverness, Elwood, Deer Park, and Waterman.

Plan review services and inspections are also performed for the DuPage County Airport and for the commercial and industrial projects in the Village of Burr Ridge. These same services are performed for specific projects in Brookfield, Elmwood Park, and River Forest.

There are other municipalities where we provide fill-in inspections when municipalities are in need of inspectors because of a large short-term workload or because they are down staff members due to vacations or extended leaves of absence. These municipalities include the City of Wheaton and Villages of Wheeling and Romeoville.

B & F Construction Code Services, Inc. performs plan review services for numerous other communities in Illinois and other states such as Michigan, New Jersey and Pennsylvania.

All B & F Construction Code Services, Inc. staff members are certified or licensed to perform plan review and inspections. See attached staff qualifications and references.

Schedule

We will provide the following:

Building Inspector: Will provide a building inspector on Mondays and Thursday from 8:30 am until 3:30 pm (1 hour for lunch) to conduct inspections and Misc. Plan Reviews. (Hours as needed)

Plumbing Inspector: Will provide a plumbing inspector Wednesday and Friday from 12:30 pm until 3:30 pm to conduct plumbing inspections during this time frame. No office time will be provided by the plumbing inspector. Misc. Plumbing Plan Reviews will be picked up and completed within 48 business hours and returned. Any plumbing questions can be directed to John Schuldt at jschuldt@bfccs.org.

Cost for Service

Rate of Ninety dollars (\$90.00) per hour for both building and plumbing inspectors. Travel time one way, per inspector, per day at hourly rate.

Start Date

October 1, 2023 and run until December 31, 2024 or until an agreed upon date.

Point of Contact

Sean Fallows

Telephone: (847) 428-7010

E-Mail: sfallows@bfccs.org

Payment terms section:

Per the terms of the Local Government Prompt Payment Act (50 ILCS)

Indemnity Clause:

To the fullest extent permitted by law, the Client and B & F Construction Code Services, Inc. each agree to indemnify and hold the other harmless, and their respective agents, officers and employees, from and against liability for all direct claims, losses, damages, and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, or expenses are for bodily injury, sickness, disease, death, or property damage and to the extent they are caused by the negligent acts, errors, or omissions of the indemnifying party, and/or the indemnifying party's agents, officers, employees, independent contractors, or subcontractors of any tier.

In the event such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Client and B & F Construction Code Services, INC. or their respective agents, officers, employees, independent contractors, or subcontractors of any tier, they shall be borne by each party in proportion to that negligence.

See next page for proposal acceptance.

X. Proposal Acceptance

1. All B & F Construction Code Services, Inc. employees are covered by Workers Compensation Insurance.
2. B & F Construction Code Services, Inc. carries general liability insurance. The Village of Vernon Hills may request to be named as additional insured.
3. B & F Construction Code Services, Inc. has in force professional liability insurance. The Village of Vernon Hills may request to be named as additional insured.

- 4. A certificate of insurance for each policy can be provided upon acceptance of this proposal and annually when the policy is renewed.
- 5. Village of Vernon Hills agrees not to hire an employee of B & F Construction Code Services, Inc., for a period of one (1) year after the employee is no longer employed by B & F Construction Code Services, Inc.

Village of Vernon Hills

Accepted By _____
Please Print _____
Title _____
Date _____

B & F Construction Code Services, Inc.

Accepted By Sean Fallows
Please Print Sean Fallows
Title Director of Technical Services
Date 9-27-2023