



**AGENDA ITEM # 7E**

**AGENDA ITEM EXECUTIVE SUMMARY**

**Village Board Meeting**

**January 11, 2021**

**Item Title: Chief Building Official Services Contract Amendment**

**Staff Contact: Brian Joanis, Management Analyst**

**VILLAGE BOARD ACTION**

**Adopt a Resolution authorizing the Mayor to execute an amendment to a contract between the Village of Roselle and HR Green, Inc. for chief building official services.**

**Executive Summary:**

On November 11, 2019, the Village Board approved a contract with HR Green, Inc. for providing chief building official services. The chief building official services include performing building plan reviews and inspectional services including all mechanical, electrical, plumbing and structural inspections within the Village. The original contract included a bill rate fee schedule for all services that expired December 31, 2020. Staff received the new bill rate fee schedule for 2021 which includes an increase to the ICC Master Code / CBO bill rate by \$4 / hr (3%), and an increase to the Building Inspector bill rate by \$2 / hr (2%). There is also a reduction to the Bill Rate for the Plumbing Inspector by \$6 / hr (6%). The full bill rate fee schedule is included as Exhibit A.

**Implications:**

**Is this item budgeted?** Yes. The FY2021 budget incorporated the rate increases and decreases in the projected estimates.

**Any other implications to be considered?** None.

**Attachments:**

Resolution  
Exhibit A Contract Amendment

**RESOLUTION NO. 2021-**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO A CONTRACT BETWEEN THE VILLAGE OF ROSELLE AND HR GREEN, INC. FOR CHIEF BUILDING OFFICIAL SERVICES**

**WHEREAS**, on November 11, 2019 the Village approved a contract for Professional Services with HR Green, Inc., for chief building official services; and

**WHEREAS**, HR Green, Inc. has provided an updated bill rate fee schedule for chief building official services to begin January 1, 2021; and

**WHEREAS**, HR Green, Inc. has provided competent and efficient services to the Village since the original contract was approved on November 11, 2019; and

**WHEREAS**, the Corporate Authorities of the Village of Roselle deem it in the best interests of the Village to enter into an Amendment to an Contract with HR Green, Inc. regarding chief building official services; and

**WHEREAS**, both parties agree to the same terms and conditions as set forth in the original agreement and with the amendments as described in Exhibit A.

**NOW, THEREFORE**, be it resolved by the Mayor and Board of Trustees of the Village of Roselle that the Mayor is hereby authorized to sign and the Village Clerk is hereby directed to attest that certain the amendment to the contract for the chief building official services between the Village of Roselle and HR Green, Inc., including all referenced or inferenced exhibits, is attached hereto and incorporated as fully set forth as Exhibit A.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021

AYES:

NAYS:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Andrew Maglio, Mayor

ATTEST:

\_\_\_\_\_  
Patricia Burns, Village Clerk

**EXHIBIT A**  
**Bill Rate Fee Schedule - 2021**

**Amendment to the Contract for Chief Building Official Services  
between the Village of Roselle and HR Green, Inc.**

This amendment to the contract (“Amendment”) is made this 11<sup>th</sup> day of January, 2021, for the purpose of amending the Contract for Chief Building Official Services dated November 11, 2019 (“Original Contract”) between the Village of Roselle and HR Green, Inc. (the “Parties”).

1. The Parties agree to amend the Cost for Services to include the new bill rate fee schedule as noted below.

<b>Task</b>	<b>Personnel</b>	<b>Bill Rate</b>
Structural Engineering Reviews	Structural Engineer I / II	\$180 - \$260
Building Plan Reviews Residential and Commercial	State Licensed Architect	\$206 per hour
Civil Engineering Reviews	Professional Engineer I / II	\$144 - \$175 per hour
<b>Building Plan Reviews and Inspections Residential and Commercial</b>	<b>Chief Building Official / Master Code Professional</b>	<b>\$123 per hour</b>
<b>Building Inspections</b>	<b>ICC Certified Building Inspector</b>	<b>\$88 per hour</b>
<b>Mechanical Inspections</b>	<b>ICC Certified Mechanical Inspector</b>	<b>\$88 per hour</b>
<b>Electrical Inspections</b>	<b>ICC Certified Electrical Inspector</b>	<b>\$88 per hour</b>
<b>Plumbing Inspections</b>	<b>IDPH Licensed &amp; Certified Plumbing Inspector</b>	<b>\$94 per hour</b>
Permit / Administrative	Permit Coordinator / Administrative Assistant	\$88 per hour

2. This Amendment binds and benefits both Parties. This document, including the Original Contract, is the entire agreement between the Parties.
3. All other terms and conditions of the Original Contract remain unchanged.

**Village of Roselle,**

**HR Green, Inc.,**

---

Andrew Maglio  
Mayor

---

Timothy J. Hartnett  
Vice President/Practice Leader

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

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