

RESOLUTION 107-2022

F&B Engineering, Inc. Consultants Contract for Building Department

Cuyahoga County, Ohio

Be it Resolved by the Township Trustees of Olmsted Township, that

WHEREAS, Olmsted Township is in need of consulting services for the Building Department due to the resignation of the Building Official on September 9, 2022.

NOW THEREFORE BE IT RESOLVED: that the Board of Trustees of Olmsted Township, approve the contract with F & B Engineering, Inc. (F & B) to provide the Building Department Consulting Services to Olmsted Township Building Department. (Exhibit A attached and herein noted as though fully written within this resolution), and

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Board of Township Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted the 14 day of SEPTEMBER, 2022

Attest: Brinn M. Gullion
Township Fiscal Officer

Kley Aer
Jan J. J.
James M. Kueh
Township Trustees

F & B Engineering, Inc.

Governmental Solutions, Plan Review Services, Inspection Services, Education & Design Services

September 9, 2022

Board of Township Trustees
Olmsted Township
7900 Fitch Road,
Olmsted Township, Ohio 44138

***Re: Proposal for Building Department
Consulting Services***

Dear Board of Township Trustees,

F & B Engineering, Inc. (F & B) is pleased to provide this proposal for Building Department Consulting Services to Olmsted Township. F & B will provide these services to the Olmsted Township Building Department hereinafter referred to as the Township in accordance with the Professional Services Agreement Between Olmsted Township, Ohio and F & B Engineering, Inc.

Scope of Services

Residential & Commercial Building Official

- A. ACS can provide building official services by an experienced expert to assist and back up the building official as required by the Residential Code of Ohio for One, Two, & Three Family Dwellings and the Ohio Building Code. Additionally, services may include pre-application & post-application meetings and code consultations with owners, owner's representatives, government agencies, adjudication preparation, and attending adjudication hearings.
- B. Residential and commercial building official services will be performed by Dennis Bowman, Building Official Certificate No. 6240.

Commercial Plan Reviews

- A. F & B will provide commercial plan review services as directed by the Building Official in accordance with the Ohio Building Code. A code expert with specialized expertise in building, mechanical, electrical, and fire protection disciplines will provide plan reviews.

B. Plan reviews will be professionally prepared and communicated to the Building Official in a formal plan review letter. Work will be performed by Dennis Bowman Master Plans Examiner Certificate No.6240 and Jerry Flanik, Building Official/Plans Examiner Certificate No. 464.

Fee and Billing

We will accomplish the work outlined in our Scope of Services for the Township on an hourly basis. Invoices will be submitted monthly based on that portion of work completed during the month. Invoices are due upon receipt and past due 30-days after receipt.

Rates are as follows:

Commercial Building, Electrical, Mechanical, & Fire Protection Plan Reviews	\$120.00/hour
Residential Building, Electrical, Mechanical, & Fire Protection Plan Reviews	\$100.00/hour
Commercial/Residential Building Official Services	\$125.00/hour

Conclusion

We look forward to the opportunity to provide these professional services for the Township. If you concur with these terms and wish to proceed with the aforementioned work, then please sign and return one (1) copy of this Agreement. Work can begin upon receipt of signed Agreement. Please feel free to contact Jerry Flanik at 216-256-3556 if you have any further questions or require additional information.

Sincerely,



Jerry Flanik, President
Project Manager

F & B ENGINEERING, INC.

PROFESSIONAL SERVICES AGREEMENT BETWEEN OLMSTED TOWNSHIP, OHIO AND F & B ENGINEERING, INC.

This Professional Services Agreement (hereinafter referred to as "Agreement"), is made as of this 9th day of September 2022, between Olmsted Township, Ohio, (herein after referred to as "Township"), located at 7900 Fitch Road, Olmsted Township, Ohio 44138, and F & B Engineering, Inc., (herein after referred to as "F&B"), located at 9671 Oxford Glen Drive, Mentor, Ohio 44060.

REPRESENTATION:

F&B is a specialized construction industry-consulting firm whose services are limited to the interaction of the Ohio and International Building Codes to governmental agencies, as well as the architectural, engineering, and construction disciplines.

WITNESSETH:

IN CONSIDERATION of the mutual covenants hereinafter contained and mutual benefit to be derived by the parties from the performance hereof, the parties herein agree as follows:

SCOPE OF SERVICES:

Residential & Commercial Building Official

- A. ACS can provide building official services by an experienced expert to assist and back up the building official as required by the Residential Code of Ohio for One, Two, & Three Family Dwellings and the Ohio Building Code. Additionally, services may include pre-application & post-application meetings and code consultations with owners, owner's representatives, government agencies, adjudication preparation, and attending adjudication hearings.
- B. Residential and commercial building official services will be performed by Dennis Bowman, Building Official Certificate No. 6240.

Commercial Plan Reviews

- A. F&B will provide commercial plan review services as directed by the Township Building Official in accordance with the Ohio Building Code. A code expert with specialized expertise in building, electrical, mechanical, fire protection disciplines will provide plan reviews.

B. Plan reviews will be professionally prepared and communicated to the Township Building Official in a formal plan review letter. Work will be performed by Dennis Bowman, Building Official/Master Plans Examiner Certificate No.6240 and Jerry Flanik, Building Official/Plans Examiner Certificate No. 464.

F&B COMPENSATION:

F&B contract with the Township is an hourly rate contract. F&B shall bill the Township the following hourly rates for services:

Commercial Building, Electrical, Mechanical, & Fire Protection Plan Reviews	\$120.00/hour
Residential Building, Electrical, Mechanical, & Fire Protection Plan Reviews	\$100.00/hour
Commercial/Residential Building Official Services	\$125.00/hour

Special Rates:

F&B shall charge the Township at a rate of \$150.00 per hour for time associated for preparation and/or participation regarding board of appeals hearings, legal depositions, and litigation trials.

PAYMENT TERMS

Invoices will be submitted monthly based on that portion of work completed during the month. Invoices are due upon receipt. Outstanding balances in arrearage more than thirty (30) days shall carry a finance charge 1.5 % per month or 18% per annum.

TERM

F&B shall start work on this contract promptly upon its execution with the Township and shall continue until the defined work scope is either completed or terminated. F&B hourly rate is fixed on this contract for a twelve (12) month period from the date of contract signing, should the work scope under this contract be extended by the Township for a period of time greater than one year or more, F&B hourly rate under this contract shall increase by 5% for every 12-month period that the contract period is extended when mutually agreed by both parties.

TERMINATION:

Either party can terminate this contract in writing at any time for any reason, with or without cause. The Township is responsible to pay F&B for all time expended under this contract up until the time of contract termination, no matter how the Township classifies said termination.

INSURANCE

F&B shall maintain \$1,000,000/\$2,000,000 of professional liability insurance and \$1,000,000/\$2,000,000 of commercial general liability insurance at its own expense throughout the term of this Agreement.

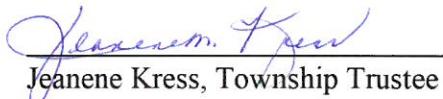
F & B Engineering, Inc.
9671 Oxford Glen Drive
Mentor, Ohio 44060



Jerry Flanik, President

Date: September 9, 2022

Board of Township Trustees
Olmsted Township
26908 Cook Road,
Olmsted Township, Ohio 44138



Jeanene Kress, Township Trustee

Lisa Zver, Township Trustee

Riley A. Alton, Township Trustee

Date: 09.14.2022

