



RESOLUTION 3, SERIES 2018

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF RED CLIFF, COLORADO, APPROVING AN AGREEMENT FOR BUILDING INSPECTION SERVICES BY AND BETWEEN RG AND ASSOCIATES, LLC AND THE TOWN OF RED CLIFF, COLORADO

WHEREAS, the Town of Red Cliff ("Town") is required to provide building inspection services to enforce building code regulations within its boundaries and to ensure the health and safety of buildings within the Town; and

WHEREAS, RG and Associates, LLC ("RGA") provides building inspection and chief building official services throughout Colorado; and

WHEREAS, the Town desires to retain RGA to perform building inspections and enforce the building code regulations within its boundaries; and

WHEREAS, the terms and conditions of the agreement between RGA and the Town for building inspection and building code enforcement services are set forth in the Agreement for Building Services ("Agreement"), which is attached hereto as Exhibit "A" and is incorporated herein; and


WHEREAS, the Town Board of Trustees ("Board") now desires to approve the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF RED CLIFF THAT:

1. **Recitals.** The foregoing recitals are incorporated herein by reference as findings of the Board.
2. **Approval.** The Agreement, with exhibits, attached hereto as Exhibit A is hereby approved by the Board. The Mayor is authorized to sign the Agreement on behalf of the Town.
3. **Severability.** If any part, section, sub-section, clause or phrase of this Resolution is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the Resolution, and the Board hereby declares it would have passed this Resolution and each part, section, sub-section, sentence, clause or phrase thereof, irrespective of the fact that any one or more parts, sections, sub-sections, sentences, clauses or phrases be declared invalid.

INTRODUCED, READ, APPROVED AND ADOPTED this 5th day of June, 2018.

**Town of Red Cliff, Colorado,
Board of Trustees**


Anuschka Bales, Mayor

ATTEST:


Barb Smith, Town Clerk

May 21, 2018

Ms. Barb Smith, Town Clerk
400 Pine Street
P.O. Box 40
Red Cliff, CO 81649

RE: Proposal for Building Department Services

Dear Ms. Smith:

We'd like to thank you and Mayor Bales for taking the time to meet with us last week regarding Building Department Services. Based on what we discussed at that time, we are excited to submit this proposal to the Town of Red Cliff to provide building department services for the Town.

Furthermore, RG and Associates, LLC (RGA) is happy to propose that Charlie Davis be the Chief Building Official for the Town of Red Cliff to provide and coordinate building services associated with the scope of work outlined below. Not only is Charlie based on the Western Slope, but he has extensive knowledge of the Red Cliff community and the applicable building codes.

During the transition period, all current and active plan review and permit inspection activities will be provided by the Town's current building inspection contractor. RGA will begin processing new permits. If the Town desires for RGA to provide plan review and permit inspection services for previously submitted and issued permits, the Town and RGA will discuss on a case-by-case basis how RGA will charge for such services.

SCOPE OF WORK

RGA will provide permit tracking and issuance assistance in a format that is acceptable to Town staff in real time. RGA professional staff will conduct plan reviews, inspections, and be available for building permit related discussions with contractors, builders, home owners, and Town staff as provided for in this proposal.

Inspections will be available five (5) days per week, excluding holidays, with a 24-hour notice. Inspections called in before 3:00pm will be scheduled for the following business day.

The building inspection services our firm will provide are:

1. Commercial/Industrial/Multi-Family/Institutional Plan Review
 - a. Building Code Non-Structural Plan Review
 - b. Building Code Structural Plan Review (as needed with additional fees)
 - c. Electrical Code Plan Review
 - d. Plumbing Code Plan Review
 - e. Mechanical Code Plan Review

2. Building/Trade Inspections
 - a. Construction/Temporary Power and Meter Release
 - b. Footing/Foundation Inspections
 - c. Foundation Damp Proofing
 - d. Foundation/Perimeter Drainage
 - e. Setback Verification
 - f. Height Inspection
 - g. Underground/Under Floor Plumbing Inspection
 - h. Underground/Under Floor Gas Piping Inspection
 - i. Underground/Under Floor Mechanical Inspection
 - j. In-Progress/Mid-Roof Inspection as needed to verify special applications
 - k. Rough Electrical Inspection
 - l. Rough Plumbing Inspection
 - m. Sand & Oil, Grease, etc. Traps and Interceptors
 - n. Rough Gas Piping Inspection
 - o. Rough Mechanical Inspection
 - p. Rough Framing Inspection
 - q. Type I and Type II Kitchen Hoods and Exhaust Systems
 - r. IECC Compliance Review
 - s. Dry Wall Nail/Screw
 - t. Gas Service and Meter Release
 - u. Final Electrical Inspection
 - v. Final Plumbing Inspection
 - w. Final Mechanical Inspection
 - x. Final Roofing Inspection
 - y. Final Building Inspection
 - z. Inspections associated with the installation and setup of Manufactured/Modular/Mobile Homes
 - aa. Partial or progress inspections of above inspections as necessary due to requirements of project
 - bb. Other inspections as deemed necessary for the enforcement of the Town's adopted Building, Electrical, Plumbing and Mechanical Codes
3. Owner and contractor consultation.
4. Consultation and code review with the Fire Department.
5. Aid the Town in revising ordinances to update building codes as needed.
6. Special consultations with Town staff.
7. Re-inspections for failed inspections or missed inspection appointments.
8. Special consultations with contractors outside regular hours.

We feel that we offer many advantages as a firm providing the above services. With our building services staff, we can cover heavy inspection periods, provide backup when one of our inspectors is sick or on vacation, or review several sets of plans simultaneously during peak periods. All our inspectors are ICC certified, state certified, or state registered. Our firm also carries liability and errors and omissions insurance.

FEE

The fee for the above described work for active permits shall be based on the Town's adopted fee schedule. RGA will receive 80% of the calculated Plan Review Fee and 80% of the Permit Fee received for all permits. For Town projects, however, RGA will receive 50% of the calculated Plan Review Fee and 50% of the Permit Fee.

Additional fees will be assessed for re-inspections at the hourly rates in the attached RGA 2018 Rate Schedule attached.

For services not associated with a building permit, RGA will charge an hourly rate based on the attached RGA 2018 Rate Schedule.

Accounts will be due and payable within thirty (30) days after date of invoice. If the foregoing is satisfactory to you, please sign this letter and return one (1) for our files.

We believe we can efficiently and effectively serve the Town with these services and look forward very much to continuing our professional relationship with you and Town staff.

If you have any questions regarding our proposal, please do not hesitate to call.

Sincerely,

RG AND ASSOCIATES, LLC

Ricardo J.F. Gonçalves, P.E.
President

APPROVED and ACCEPTED this _____

day of _____, 2018

By: _____

For: _____

Attachments: RGA 2018 Rate Schedule

EXHIBIT A

RG AND ASSOCIATES, LLC RATE SCHEDULE FOR PROFESSIONAL SERVICES

<u>BUILDING INSPECTION:</u>	
Chief Building Official	\$120.00
Plan Reviewer	\$110.00
Building Inspector	\$100.00
Administrative Assistant	\$55.00

<u>PLANNING:</u>	
Principal Planner	\$110.00
Senior Planning Manager	\$100.00
Planning Project Manager	\$95.00
Senior Planner	\$90.00
Planner	\$85.00
Planner Technician	\$75.00

<u>ENGINEERING:</u>	
Principal	\$165.00
Senior Project Manager	\$155.00
Project Manager	\$135.00
Senior Project Engineer	\$120.00
Project Engineer	\$110.00
Senior Design Engineer	\$100.00
Design Engineer	\$95.00
Senior CADD Technician	\$95.00
CADD Technician	\$85.00

EXHIBIT A

<u>CONSTRUCTION MANAGEMENT:</u>	
Certified Operator	\$120.00
Senior Construction Manager	\$120.00
Construction Manager	\$110.00
Senior Construction Observer	\$100.00
Construction Observer	\$90.00

<u>ADMINISTRATION:</u>	
Word Processor	\$55.00
Office Assistant	\$45.00

<u>DIRECT EXPENSES:</u>	
Prints/Copies	At Cost
Mileage	\$0.575/mile
Sub-Consultants	At Cost
Airfare/Lodging/MI&E	At Cost