

# VILLAGE OF HOMEWOOD



**BOARD AGENDA MEMORANDUM**

**DATE OF MEETING: May 28, 2024**

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**To:** Village President and Board of Trustees

**Through:** Napoleon Haney, Village Manager

**From:** Robert Grabowski, Fire Chief

**Topic:** Renewal agreement/HR Green LLC

## **PURPOSE**

The Village engages HR Green LLC of New Lenox, IL for plan review and inspection services for complex projects that require specialized expertise, particularly concerning commercial plans beyond the Village's internal capabilities. The agreement with HR Green is due to be renewed for fiscal year 2024/2025. The renewal of this agreement requires Board approval.

## **PROCESS**

The Village presently engages two plan review companies for the Building Division. Since 2022, the Village has relied on HR Green as one of the primary contracted plan review firms. HR Green reviews larger commercial projects, while TPI Building Code Consultants handles smaller commercial projects.

HR Green utilizes certified inspectors to conduct inspections of all trades, verifying that projects comply with approved plans, specifications, and all applicable codes and ordinances. HR Green specializes in providing paperless electronic plan review and tracking solutions, where reviews and comments are accessible electronically.

## **OUTCOME**

The renewal of this contract will allow the Building Division to continue working with HR Green throughout the upcoming fiscal year.

## **FINANCIAL IMPACT**

The cost for plan review services is recovered through the permit process.

- **Funding Source:** General Fund
- **Budgeted Amount:** \$75,000 split between both contracted companies

## **LEGAL REVIEW**

Completed

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## **RECOMMENDED BOARD ACTION**

Approve the renewal of an agreement for plan review and inspection services with HR Green LLC of New Lenox, IL.

## **ATTACHMENT(S)**

Agreement