

**AMENDMENT ONE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN SANDUSKY COUNTY, OHIO
AND SAFEbuilt OHIO, LLC**

This Amendment is entered into to amend the Professional Services Agreement previously entered into on September 15, 2020, by and between Sandusky County, Ohio, (County) and SAFEbuilt Ohio, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). County and the Consultant shall be jointly referred to as the "Parties".

Amendment Effective Date: This Amendment shall be effective on the latest date fully executed by both Parties.

RECITALS AND REPRESENTATIONS

County and Consultant entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on September 15, 2020; and

Parties hereto now desire to amend the Agreement as set forth herein; and

NOW, THEREFORE

Agreement is hereby amended as set forth below; and

- A. Agreement, Exhibit A - List of Services and Fee Schedule is hereby amended by adding the following service and associated fee.

Permit Technician Services

- ✓ Permit Technician will be available to County Monday through Friday weekly, excluding County holidays
- ✓ Facilitate the permitting process from initial permit intake to final issuance of permit
- ✓ Review submittal documents and request missing information to ensure packets are complete
- ✓ Provide front counter customer service as necessary
- ✓ Answer questions concerning the building process and requirements at the counter or over the phone
- ✓ Form and maintain positive relationships with Municipal staff and maintain a professional image
- ✓ Determine permit fees based on Municipal fee schedule as established by ordinance, if requested
- ✓ Work with Municipal Clerk to facilitate Freedom of Information Act (FOIA) requests, if requested
- ✓ Provide inspection scheduling and tracking to ensure code compliance
- ✓ Act as an office resource to inspectors in the field
- ✓ Process applications for Municipal Boards and Commissions – if requested

- B. Agreement, Exhibit A, 5. Fee Schedule shall be replaced with and read in its entirety as follows:

5. FEE SCHEDULE

- ✓ County will promptly notify Consultant of any revisions or amendments to County Fee Schedule
- ✓ County will periodically review its County Fee Schedule and valuation tables and make adjustment to reflect increases in the cost incurred by Consultant in providing Services
- ✓ Beginning January 01, 2022 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the County or, if not reported for the County the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.

- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

Service Fee Schedule:	
Inspection Services <ul style="list-style-type: none"> • Permits issued after service start date 	95% of County Permit Fee as established by ordinance or resolution
Inspection Services <ul style="list-style-type: none"> • Permits issued prior to service start date 	\$90.00 per inspection
Residential and Commercial Plan Review: <ul style="list-style-type: none"> • Initial plan review • Up-to two (2) re-reviews 	95% of County Plan Check Fee as established by ordinance or resolution
Additional Plan Review – Residential & Commercial: <ul style="list-style-type: none"> • After two (2) re-reviews • Miscellaneous/previously approved plan review 	\$110.00 per hour – one (1) hour minimum
Structural Engineering Plan Review	\$150.00 per hour – one (1) hour minimum
Building Official Services	Included in percentage of fees above
After Hours/Emergency Inspection Services	\$100.00 per hour – two (2) hour minimum
Time tracked will start when Consultant checks in at County or first inspection site.	

All other provisions of the original Agreement shall remain in effect, to the extent not modified by Amendment.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.



 Thomas P. Wilkas, CFO
 SAFEbuilt Ohio, LLC

October 20, 2020

Date



 Signature
 Sandusky County, Ohio

10-22-2020

Date

Theresa Garcia - County Administrator

 Name & Title
 Sandusky County, Ohio