



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org

Phone: 262-245-2700

NOTICE

FINANCE & PERSONNEL (F&P) COMMITTEE MEETING

MONDAY, FEBRUARY 21, 2022 AT 9:00 AM

VIA ZOOM WEBINAR

INTERACT FROM A COMPUTER BY GOING TO: <https://us06web.zoom.us/j/88562661204>

LISTEN-IN FROM A PHONE BY DIALING: 888-475-4499 | MEETING ID: 885 6266 1204

AGENDA

The following agenda items may be considered for Discussion, Consideration, or Action

- I. Call to Order
- II. Roll Call
- III. Updated Contract with SafeBuilt
- IV. Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting the specified public business, whenever competitive or bargaining reasons require a closed session.
 - A. Emergency Medical Services (EMS)
- V. Motion to reconvene into open session
- VI. Possible discussion of/action for those items discussed in closed session
- VII. Adjourn

Don Parker
Finance & Personnel Chair

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Village Clerk's office in advance so the appropriate accommodations can be made.

Posted: 02/18/2022 5:00 PM

AMENDMENT ONE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN VILLAGE OF WILLIAMS BAY, WISCONSIN
AND SAFEbuilt WISCONSIN, LLC

This Amendment is entered into to amend the Professional Services Agreement previously entered into on October 26, 2021, by and between Village of Williams Bay, Wisconsin, (Municipality) and SAFEbuilt Wisconsin, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and 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

Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on October 26, 2021; and

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

NOW, THEREFORE

Agreement is hereby amended as set forth below:

A. Agreement, Exhibit B, 1. Fee Schedule shall be replaced with and read in its entirety as follows:

1. FEE SCHEDULE

- ✓ Municipality and Consultant will review the Municipal Fee Schedule and valuation tables annually to discuss making adjustments to reflect increases in the costs incurred by Consultant to provide Services.
- ✓ Beginning January 01, 2023 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 Municipality or, if not reported for the Municipality 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:

Full Service Fee Schedule:	
Inspection Services (permits issued prior to service start date)	\$75.00 per inspection
Inspection Services (permits issued after service start date) • Building, Mechanical, Plumbing, Electrical	80% of Municipal fee as established by ordinance
Residential Plan Review Services	80% of Municipal fee as established by ordinance
Commercial Plan Review Services ✓ Building, HVAC and Plumbing ▪ Requires State of Wisconsin approval for Delegated/Certified Municipal Authority ▪ Consultant will provide service based upon approval granted by the State of Wisconsin	*80% of fees as stated and calculated in SBD-118 Wisconsin Department of Safety and Professional Services and any subsequent revisions
*Consultant fees set forth above for Commercial Plan Review Services are inclusive of the fees required to be paid to the Wisconsin Department of Safety and Professional Services pursuant to Chapter SPS 361 and 302 of the Wisconsin Administrative Code for the Commercial Plan Review and Reporting Services provided by the Consultant pursuant to this Agreement. Consultant shall remit the fees required to be paid to the Wisconsin Department of Safety and Professional Services when due.	

Building Official Services	Included in percentage of fees above
Permit Technician Service	Included in percentage of fees above
Activities/Meetings Where No Permit Fee is Generated - As requested by Municipality	
Normal Business Hours – 8:00 am to 5:00 pm	\$85.00 per hour – one (1) hour minimum
Other Than Normal Business Hours	\$100.00 per hour – one (1) hour minimum
Time tracked includes roundtrip travel time between Consultant's office and Municipality/inspection site.	
As-Requested Service Fee Schedule:	
Code Enforcement Services	\$65.00 per hour – one (1) hour minimum
Community Core Solutions:	
Optional – included at no cost to the Municipality	

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.

 Avner Alkhas, Chief Financial Officer
 SAFEbuilt Wisconsin, LLC

 Date

 Signature
 Village of Williams Bay, Wisconsin

 Date

 Name & Title